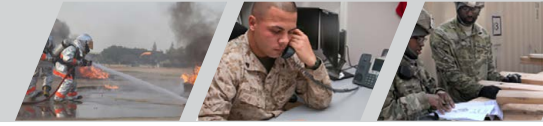


CHAPTER 2

Incident and Spill Reporting



This chapter summarizes:

- Response activities and the difference between small or incidental spills and larger spills requiring emergency response
- Accident and release notification thresholds or reportable quantities
- Agencies to notify immediately when a spill occurs
- Written spill notification reporting requirements

2.1 Immediate Response to a Spill Safety First

Planning for emergencies is required by several regulations as discussed in [Chapter 1, Environmental and Emergency Response Planning](#). Each installation should develop its own facility emergency response procedures based on these guidelines and the specific hazards identified at your facility. Most likely, your facility has at least one, and possibly several, Emergency Response Plan documenting the steps to take if an incident occurs. Your immediate response to a spill should be based on your facility's plans and procedures.

Employees who participate, or are expected to participate, in an emergency response will be given training based on the duties and function to be performed. Refer to [Chapter 10, Training](#) for more information. No personnel should attempt to respond to a spill of hazardous substances, petroleum, or other materials if not trained to do so, except to evacuate and notify properly trained employees. While this chapter focuses on spill reporting requirements, the most important consideration is the safety of personnel when responding to spills of fuels, hazardous substances, or hazardous materials.

Spills can either be small (sometimes referred to as incidental) spills or larger spills requiring containment and trained emergency response teams for clean-up. *Any spill, large or small, can trigger a spill reporting requirement as discussed within this chapter.* Your immediate response to a spill depends on what was spilled, where it happened, and how much was released. The regulations don't make a distinction between small and large spills—this is a judgment call based on your job training and emergency response training. A practical distinction between small and large spills is:

- *Small spills* are those where the substance can be absorbed, neutralized, or otherwise controlled at the time of release by employees in the immediate release area or by maintenance personnel. Such incidental spills are generally not considered to require emergency response teams. For instance, a small spill could be a leaky pump that a maintenance employee fixes or an accidental release of a material in the workplace by an employee who handles that material regularly as part of his or her job, and as such, knows its properties and hazards. Personnel will receive training on the proper handling of spilled substances (that is, hazard communication



The Law Says

- If you release a hazardous substance above a specific “reportable quantity” listed in Title 40 of the Code of Federal Regulations (40 CFR 302) into the environment (onto land or into surface water, groundwater, or air), you must report the spill to the National Response Center (NRC) immediately at (800) 424–8802 or (202) 267–2675.
- If you discharge any amount of oil into surface waters and a sheen is visible, you must immediately notify the NRC. If you can not contact the NRC, you can notify the U.S. Environmental Protection Agency (EPA) for inland areas or waters or the U.S. Coast Guard (USCG) for coastal waters and some large water bodies (40 CFR 110.3) or your state and local emergency response organizations.
- There are additional and specific reporting requirements that apply to the release of oil, hazardous substances, and hazardous waste into the environment from certain facilities, such as:
 - Hazardous wastes generators (40 CFR 265)
 - Underground storage tanks containing petroleum or hazardous substances (40 CFR 280.50 and 280.61)
 - Oil storage facilities with a total capacity of 1,320 gallons of oil or oil products (40 CFR 112.1)



[HAZCOM] and personal protective equipment [PPE] training) and proper disposal of waste materials (waste management).

- *Large spills* are threatening releases of hazardous substances where there is a potential for off-site migration, property damage, fire, explosion, chemical exposure, or other health or safety hazards that require an emergency response effort consisting of employees or other designated responders from outside the immediate release area (for example, local fire departments). Emergency response personnel will receive extensive training on whom to notify, proper evacuation procedures, containment efforts, and cleanup procedures.

Make sure that arrangements for experienced cleanup contractors are in place before an actual spill occurs. [Appendix 2-1](#) provides information about current rapid response cleanup contractors available to DLA Energy facilities.



2.2 Spill Reporting Requirements

The terms **hazardous material**, **hazardous substance**, **hazardous waste**, **hazardous chemical**, **oil**, and **extremely hazardous substance** all have specific meanings in U.S. Environmental Protection Agency (EPA), U.S. Department of Transportation (DOT), and Occupational Safety and Health Administration (OSHA) regulations. *Exhibit 2-1* summarizes the regulatory definitions of these terms. In the event of a spill, you will need to know what the material is, by definition, to be able to determine which reporting requirements are applicable.

Hopefully, this simple summary will provide clarity. It is important to understand the detailed agency reporting requirements. Remember, it is better to overreport than to underreport. *No* enforcement actions have been taken for reporting when *not required*, but the penalties for failure to report *when required* can be severe.

EXHIBIT 2-1

Definition of Hazardous Material, Waste, Substance, and Chemical	
Hazardous Material as regulated by DOT in 49 CFR 171.8	Capable of posing an unreasonable risk to health, safety, and property when transported. Hazardous materials are listed in the Hazardous Materials Table in 49 CFR 172.101. Note: DOT hazardous materials include all Resource Conservation and Recovery Act (RCRA) hazardous waste and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) hazardous substances.
Hazardous Waste as regulated by EPA in 40 CFR 261	In general, a waste is hazardous either because of physical or chemical characteristics (ignitability, corrosivity, reactivity, toxicity) or because it contains any number of toxic compounds shown to be harmful to health and the environment and provided on four lists (called F, K, U, and P lists) in 40 CFR 261.
CERCLA Hazardous Substance as regulated by EPA in 40 CFR 302	Hazardous substances are listed in 40 CFR 302.4. There are over 800 specific substances on this list, and the corresponding reportable quantity (RQ) established by EPA for each substance is provided. This list is commonly referred to as the CERCLA Hazardous Substance list as the original definition is in CERCLA.
Clean Water Act (CWA) Hazardous Substances as regulated by EPA in 40 CFR 116	Hazardous substances are listed in 40 CFR 116.4 and designated as hazardous substances under the CWA.

Definition of Hazardous Material, Waste, Substance, and Chemical

Extremely Hazardous Substance as regulated by EPA in 40 CFR 355	An extremely hazardous substance is one listed in 40 CFR 355 Appendix A and B of the Emergency Planning and Notification regulations. These rules were developed for the Emergency Planning and Community Right-to-Know Act or EPCRA (sometimes called SARA Title III). These appendices also provide the threshold planning quantities (TPQs) established for each substance.
Hazardous Chemical as regulated by OSHA 29 CFR 1910.1200(c)	A hazardous chemical is any chemical that is a physical hazard or a health hazard.
Hazardous Substance as regulated by OSHA 29 CFR 1910.120	Any CERCLA hazardous substance, any biological agent and other disease-causing agent, any DOT hazardous materials under 49 CFR 172.101, and hazardous waste as defined in 40 CFR 261.3.
Regulated Substances as regulated by EPA in 40 CFR 68	Regulated substances are listed in 40 CFR 68.130 in response to Clean Air Act (CAA), Section 112(r), the accidental release prevention program.
Oil as defined under CWA	Oil includes oil of any kind and any form, such as petroleum and non-petroleum oils. Many substances are easily recognizable as oils, including gasoline, diesel, jet fuel, kerosene, and crude oil. Many other substances are considered oils but may not be as easily recognized, including fats; mineral oil; the oils of vegetable, seed, and animal origin; synthetic oil; and oil refuse.

2.2.1 Agency Notification

Releases of chemicals into the environment (onto land or into surface water, groundwater, or air) must be reported to regulatory agencies under several environmental regulations. This has resulted in complex reporting and notification requirements that are presented later in this chapter. Many states also require release reporting in addition to that called for by the federal rules. Be sure to use the federal reporting requirements in conjunction with your state reporting requirements. Some state and federal agencies frequently coordinate reporting and response activities, but contacting both federal and state agencies (especially in an emergency situation) ensures that the notification is received. [Appendix 2-2](#) provides a list of state agency reporting phone numbers.

In general, you will be asked for the following information when reporting a spill to an agency:

- Your name, location, organization, and telephone number
- Name and address of the party responsible for the incident
- Date and time of the incident
- Location of the incident
- Source and cause of the release or spill
- Types of material(s) released or spilled
- Quantity of materials released or spilled
- Danger or threat posed by the release or spill
- Number and types of injuries (if any)



- Weather conditions at the incident location
- Any other information that may help emergency personnel respond to the incident

Your facility's Emergency Response Plan(s) should include a form for contacting the appropriate agencies in the event of a release, but if not, refer to [Appendix 2-3](#) for a spill reporting form that can be used to document the necessary incident details and serve as a guide for agency reporting. [Appendix 2-4](#) summarizes the federal reporting requirements for spills and releases.

DOT has spill reporting requirements that apply to materials in transit, such as vehicles on highways, railcars, vessels, and air cargo. These DOT requirements are not addressed in this guide, but you should be aware that they exist.

2.2.2 DLA Energy Notification

As part of its environmental protection mission, DLA Energy requires you to notify them of every reportable spill involving Defense Logistics Agency (DLA) owned product at U.S. Department of Defense (DoD) installations worldwide. Spill reports are necessary for a variety of reasons, including:

- Informing program managers of fuel spills and conducting root-cause analyses
- Allocating resources necessary for accomplishing timely and cost-effective repairs and cleanups
- Ensuring affected fuel storage and distribution facilities are returned to service quickly
- Trending and tracking environmental liabilities
- Assisting with DLA Energy program budgeting

Spills of DLA-owned product should be reported to DLA Energy at desc.spill-reports@dla.mil and to your respective DLA Energy Region, major command, and Service Control Point as quickly as possible but not later than 24 hours. The spill reporting notification form in [Appendix 2-3](#) can guide you with providing much of the initial information to be reported. You will later be asked to submit a follow-up report to DLA Energy and your major command indicating corrective actions taken, such as repairs, replacements, testing, and remediation. Also, refer to DLA Energy procedural guidance document titled "Fuel Spill/Leak/Release Reporting" (DLA Energy P-40).

2.2.3 Reportable Quantity Calculations

Several of the regulatory reporting thresholds are given in pounds, such as the **RQ** found in 40 CFR 302.4 and in 302.5. Knowing the weight of a liquid material spilled may seem tricky to obtain, but you can use a simple mathematical formula if you know the number of gallons released. When a spill occurs, one of the first documents to get is a copy of the spilled material's **Safety Data Sheet (SDS)** for the chemical composition and hazard information (see [Chapter 12, Routine Reporting](#) for SDS requirements). The SDS provides the following information needed when using the formula to convert gallons spilled to pounds released:



Did You Know?

Occupational Safety and Health Administration (OSHA) modified its Hazard Communication Standard to conform to the United Nations' Globally Harmonized System of Classification and Labeling of Chemicals. Material Safety Data Sheets are now called Safety Data Sheets and have a standardized 16-part format.

- The individual hazardous ingredients in percentages (often the material is a mixture of several chemicals)
- The **Chemical Abstract Service (CAS) Registry Number** for each chemical ingredient (this helps with correct RQ identification, as many chemicals have synonyms or different names for the same compound)
- The **specific gravity** of the material (sometimes the **density** of the material is given instead)

[Appendix 2-5](#) provides an example of how to calculate pounds of liquid material spilled based on knowing the volume or gallons spilled.

2.3 Reporting Under the Clean Water Act

The **Clean Water Act (CWA)** reporting requirements apply to releases of CWA hazardous substances and oil from vessels and facilities into **navigable waters** and shorelines.

2.3.1 Reporting Hazardous Substances Spills

CWA hazardous substances are different from **Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA)** hazardous substances. CWA hazardous substances are listed in 40 CFR 117.3. “Navigable waters” means waterways, such as intrastate lakes, rivers, streams (including intermittent streams), bays, mudflats, sandflats, and wetlands, whose use, degradation, or destruction could affect interstate commerce (such as recreation, shipping, fish and shellfish industry, and industrial production). Navigable waters also consist of tributaries, creeks, impoundments, wetlands, swamps, marshes, bogs, ponds, and tidal-influenced surface water adjacent to the above waters (40 CFR 110). The CWA jurisdictional reach may include groundwater if it is directly connected hydrologically with surface waters.

For a CWA hazardous substance, immediate notification to the **National Response Center (NRC)** at (800) 424–8802 is necessary when a quantity at or above the RQ is discharged to surface water within a 24-hour period.

2.3.2 Reporting Oil Spills

For purposes of the CWA, the definition of oil includes oil of any kind or in any form, such as petroleum and non-petroleum oils. Generally, oil falls into the following categories: crude oil, refined petroleum products, lubricating oil, edible animal or vegetable oil, or synthetic oils. Notification to the NRC is required for oil discharges (40 CFR 110.3) that:

- Cause a sheen or iridescent rainbow effect on the water surface
- Violate state water quality standards
- Cause a sludge or emulsion to be deposited on the shore or sediment

In essence, notification to the NRC is required for oil spills to surface water regardless of the quantity spilled or the size of the water body.

In addition to the immediate notification requirement, a written report must be submitted to EPA and the state when any oil spill exceeds 1,000 gallons,



or two spills each greater than 42 gallons occur within 1 year (40 CFR 112.4). This report is due within 60 days of the incident, and it requires you to revise your spill prevention strategy and update your **Spill Prevention, Control and Countermeasure (SPCC) Plan** (see [Chapter 1, Environmental and Emergency Response Planning](#)).

2.3.3 Reporting CWA Permit Limit Exceedances

Discharges in accordance with National Pollutant Discharge Elimination System (NPDES) permits (see [Chapter 9, Wastewater and Stormwater](#)) are exempt from the NRC reporting requirements. However, a violation of a permit limit that may endanger health or the environment would need to be reported to the state agency often within 24 hours and followed by a written report within 5 days of becoming aware of the exceedance (40 CFR 122.41(l)). Exceeding NPDES permit limits is sometimes called a wastewater excursion. These excursions are typically reported on the routine discharge monitoring reports (DMRs) or in accordance with specific permit reporting requirements, and not as a spill.

2.4 Reporting Under CERCLA

Under CERCLA, immediate notification to the NRC is required if an amount of a CERCLA hazardous substance greater than or equal to its RQ is released into the environment. A release is considered to have entered the environment if it's not completely contained within a building. CERCLA hazardous substances include:

- CWA Hazardous Substances in 40 CFR 117.3
- Hazardous waste as defined in the Resource Conservation and Recovery Act (RCRA) and in 40 CFR 261
- Hazardous air pollutants (HAPs) listed under Section 112 of the Clean Air Act (CAA) and in 40 CFR 61.01
- Imminently hazardous chemical substances and mixtures under the Toxic Substances Control Act (TSCA)
- Over 1,500 radionuclides (such as uranium, radium, and thorium)

The list of hazardous substances and their RQs are found in 40 CFR 302.4.

Often chemicals or wastes are mixtures or solutions and not always pure chemicals. If the ingredients and their respective quantity or percentages comprising the mixture are known (that is, from the SDS), then the NRC is called when any one ingredient in the spilled mixture exceeds its RQ. If the percentage of ingredients in the mixture is not known, then the NRC is notified when the total amount of the mixture released exceeds the ingredient with the *lowest* RQ.

2.4.1 Petroleum Exclusion

CERCLA Section 101(14) specifically excludes petroleum products from federal release reporting regulations. EPA interprets CERCLA Section 101(14) to exclude crude oil and fractions of crude oil, petroleum feedstock, and refined products even if hazardous substances (such as benzene, xylene, and toluene) are native compounds of such products or are normally added to them during refining. However, the petroleum exclusion does not apply to hazardous substances that



Did You Know?

A release means any spilling, leaking, pumping, pouring, emitting, or disposing into the environment.

Environment by definition means the navigable waters, surface waters, groundwater, drinking water supply, land surface or subsurface strata, or ambient air within the U.S. or under jurisdiction of the U.S.



Don't Forget...

In addition to CERCLA reporting, other reporting requirements may be found in permits, licenses, registrations, contingency and pollution prevention plans, fire codes, and local ordinances.

are added to petroleum after the refining process, or when increases in **concentration** occur as a result of contamination during petroleum use. Therefore, waste oil could be a hazardous substance if it has accumulated a hazardous substance, such as chromium, lead, or cadmium, during use.

States often have their own requirements for petroleum release reporting. Although reporting a petroleum release under CERCLA is not applicable, reporting to the state or local agency may be required.

2.4.2 CERCLA Exemptions

Several types of incidents are exempt from CERCLA notification requirements, including:

- Federally permitted releases, such as those in compliance with facility-specific CAA or CWA permit limits
- Proper application of pesticides, herbicides, and fertilizers (reporting would be required for spills and improper disposal)
- Release from consumer products in consumer use
- Emissions from the engine exhaust of a vehicle, rolling stock, aircraft, boat, or pipeline pumping-station engine
- Solid pieces of certain metals where the average diameter is larger than 100 micrometers (0.004 inches)
- Any release that results in exposure to persons solely within a workplace

In addition, EPA has reduced the reporting requirements for “continuous releases” of hazardous substances that exceed RQs.

2.4.2.1 Federally Permitted Air Releases

Air releases are exempt from CERCLA reporting if the emissions are subject to a permit limit or control requirement under the CAA. However, excess emissions above permitted levels must be reported if they exceed the RQ.

To evaluate whether an air release is a federally permitted release, it is important to take into account all of the applicable control requirements available under the CAA. This can include specified permit emission limits, work practices, technology requirements, operational requirements, and control devices. To be considered exempt from reporting as a federally permitted release, the emission must be both *subject to* the CAA and *in conformance with* the requirements.

Releases from uncontrolled sources such as accidents and malfunctions—regardless of their cause—are not considered federally permitted releases and must be reported when the RQ is exceeded.

2.4.2.2 Continuous Releases

A **continuous release** is predictable and occurs as part of normal operations. It might occur without interruption, during certain processes, or intermittently during specific activities. Continuous releases are routine, anticipated, and regular in amount and rate. These releases typically apply to air emissions, such as those from a tank vent each time a tank is filled.

Notification of continuous releases that equal or exceed the RQ need to be given initially by telephone to the NRC, **State Emergency Response Commission (SERC)** (see Appendix E), and **Local Emergency Planning Committee (LEPC)**. Within 30 days, a written report should be submitted to EPA, SERC, and LEPC specifying the name or identity of the substance being released; the quantity, frequency, and source of the release; and environmental media (soil, water, air) affected. A follow-up report is due to EPA on the first anniversary of the initial report. Thereafter, only statistically significant increases need to be reported.



Don't Forget...

A release of a petroleum product containing a reportable quantity of an EPCRA extremely hazardous substance is reportable.

2.5 Reporting Under EPCRA

Section 302 of the Emergency Planning and Community Right-to-know Act of 1986 (EPCRA) added extremely hazardous substances (EHSs) to the release reporting requirements. EHSs are chemicals that could cause serious, irreversible health effects from accidental releases. There are currently about 360 EHSs listed in 40 CFR 355, Appendix A (alphabetical order) or B (by CAS registry number). Over one-third of the EHSs are also CERCLA hazardous substances.

You must call your LEPC and SERC immediately, and follow up in writing, if you release an RQ of an EHS or a CERCLA hazardous substance in a 24-hour period (40 CFR 355.33). Calculations for releases of mixtures containing EHSs are found in 40 CFR 355.13, and the instructions for releases of EHSs in solid form are in 40 CFR 355.15. On-site EHS releases that result in exposure to people solely within facility boundaries are exempt from this requirement (but CERCLA hazardous substance releases should be reported to the NRC as discussed in the previous section).

If the release occurs during transport (when the material is under active shipping papers), you may call 9-1-1 instead of your SERC and LEPC to satisfy the release notification requirement. This notification requirement is in addition to the requirement to notify the NRC and other agencies as required.

EPCRA reporting may be required for certain petroleum releases. The petroleum exclusion does *not* apply under EPCRA: if a petroleum product contains an EHS (such as hydrogen sulfide) and it is released above the RQ for the EHS, it must be reported to the SERC and LEPC but not to the NRC.

For EHSs that are not also listed as CERCLA hazardous substances, the EPCRA continuous release notification requirements (40 CFR 355.32) should be reviewed, as they differ slightly from CERCLA continuous release reporting.

2.6 Reporting UST Releases

Notification is required for releases from underground storage tank (UST) systems containing petroleum or CERCLA hazardous substances under 40 CFR 280. A release is defined as any spilling, leaking, emitting, discharging, escaping, **leaching**, or disposing from a UST into groundwater, surface water, or soils. Notification to the state agency by telephone or email is required within 24 hours for the following situations:

- Suspected releases discovered through leak detection methods or unusual operations ([see Chapter 3, Underground Storage Tanks](#))

- Confirmed releases or evidence of contamination
- Spills or overfills of a hazardous substance that exceeds its RQ, or if less than an RQ, but the owner and/or operator is unable to clean up the release within 24 hours
- Spills or releases of 25 gallons of petroleum
- Spills or overfills of petroleum resulting in a sheen on nearby surface water

Many state agencies require “immediate” notification instead of within 24 hours. Contact your state agency ([Appendix 2-2](#) and [Appendix E](#)) to learn their UST re-release notification requirements. Appendix 8–1 provides a flow chart summarizing the federal UST release reporting, investigation, and remediation requirements.

2.7 Reporting Pipeline Releases

The DOT Office of Pipeline Safety regulates the onshore transportation of oil and hazardous liquids in pipelines. Release reporting requirements for petroleum pipelines are found in 49 CFR 195, Subpart B. Operators of pipeline systems should notify the NRC at the earliest practicable moment after the discovery of a spill that:

- Released 5 or more gallons (19 liters)
- Caused a death or personal injury requiring hospitalization
- Resulted in a fire or explosion
- Caused estimated property damage that exceeds \$50,000 (including cleanup, recovery, and value of lost product)
- Resulted in pollution of any surface water or adjoining shoreline

Within 30 days of the initial notification, an Accident Report–Hazardous Liquid Pipeline Systems form (PHMSA Form F 7000-1) must be filed with the

Information Resources Manager, Office of Pipeline Safety,
Pipeline and Hazardous Materials Safety Administration,
1200 New Jersey Avenue SE,
Washington DC 20590.

A duplicate copy must be submitted to state agencies with jurisdiction for pipelines. The online location of this form included in [Section 2.10, For More Information](#).

2.8 Reporting Hazardous Waste Releases

If there is a spill of hazardous waste, the NRC must be contacted if the amount released into the environment exceeds the RQ shown in the list of hazardous substances in 40 CFR 302.4. This table identifies RQs for hazardous waste two different ways. The table shows the RQ for hazardous wastes by chemical name for the P-listed, U-listed, and D-characteristic waste codes. The F-listed and K-listed hazardous waste RQs are shown in the table by waste codes.

If the facility is required to have a Hazardous Waste Contingency Plan (see [Chapter 1, Environmental and Emergency Response Planning](#)), it must be followed in the event of a spill, fire, or explosion involving hazardous waste.



Essentially, the regulations require assessing the hazards from the release and if the hazards could threaten human health or the environment outside the facility. It is important to contact the appropriate local authorities (for example, fire or police department). A written incident report needs to be submitted within 15 days to the EPA or state hazardous waste agency for any release requiring implementation of the Hazardous Waste Contingency Plan.



State Requirements

2.9 State Requirements

Some states have additional spill reporting requirements or different RQ thresholds than federal regulations. You should know your state spill reporting requirements before you have a spill. Refer to [Appendix 2-2](#) for a summary of the state-specific reporting requirements plus the phone numbers and websites for reporting spills to state agencies. Some examples of state reporting requirements in addition to the federal requirements are:

- Most states have established RQs for reporting oil spilled to land though the EPA has not established an RQ for petroleum (except oil that causes a sheen on surface water and releases from USTs).
- Kansas and Connecticut require the reporting of all spills, regardless of quantity, that impact soils or waters of the state.
- In Florida, in addition to reporting hazardous substances spills above reportable quantities to the State Watch Office, petroleum and hazardous substance spills from aboveground storage tanks must be reported to the county using a state-specific incident or discharge form within 24 hours of the release. Any spill from a storage tank greater than 25 gallons to soil or other pervious surface must be reported. Any spill from a storage tank greater than 100 gallons to an impervious surface or a spill greater than 500 gallons into secondary containment must also be reported to the county.
- New Jersey defines “report immediately” as within 15 minutes of knowing or reasonably suspecting a discharge.
- In California, the owner or operator of a tank facility must immediately, upon discovery, notify the California Emergency Management Agency and the local California Unified Program Agency (CUPA) of a spill or other release of one **barrel** (42 gallons) or more of petroleum. This is in addition to notification to the Regional Water Quality Control Board for a spill of any amount of petroleum into state waters.
- All petroleum spills that occur within New York state must be reported within 2 hours of discovery, except spills that meet all of the following criteria: the quantity is less than 5 gallons; the spill is contained and under the control of the spiller; the spill has not and will not reach the state’s water or any land; and the spill is cleaned up within 2 hours of discovery.

2.10 For More Information



For More Information

For Information On...	See...
Response Agencies	
EPA's oil spill and hazardous substance release program and resources	https://www.epa.gov/emergency-response/national-oil-and-hazardous-substances-pollution-contingency-plan-ncp-overview
EPA'S Office of Emergency Management	https://www.epa.gov/emergency-response
National Response Center (NRC)	http://www.nrc.uscg.mil/ (800) 424-8802
State Emergency Response Commission (SERC)	https://www.epa.gov/epcra/state-emergency-response-commissions
Continuous Release Reporting	https://www.epa.gov/epcra/cercla-and-epcra-continuous-release-reporting
DOT's Office of Pipeline and Hazardous Material Safety Administration Information Center	https://www.phmsa.dot.gov/ (800) 467-4922
Documents and References	
Fuel Spill/Leak/Release Reporting (DLA Energy P-40), August 12, 2015	http://www.dla.mil/Energy/About/Library/PoliciesAndProcedures/
Contents of the DOT 2016 Emergency Response Guidebook	https://www.phmsa.dot.gov/sites/phmsa.dot.gov/files/docs/ERG2016.pdf
Federally Permitted Releases under CERCLA	Guidance on the CERCLA Section 101 (10) (H) Federally Permitted Release Definition for Certain Air Emissions. 67 FR 18899, April 17, 2002, and 67 FR 19750, April 23, 2002 https://www.federalregister.gov/documents/2002/04/17/02-9322/guidance-on-the-cercla-section-10110h-federally-permitted-release-definition-for-certain-air
U.S. Department of Energy Reportable Quantity Calculator	https://public.ornl.gov/rqs/
Consolidated List of Lists under EPCRA/CERCLA/CAA §112(r)	https://www.epa.gov/epcra/consolidated-list-lists-under-epcra-cercla-caa-ss112r-march-2015-version
PHMSA Hazardous Liquid/CO2 Accident Report Form F 7000-1	https://www.phmsa.dot.gov/forms/hazardous-liquidco2-accident-report-form-f-7000-1



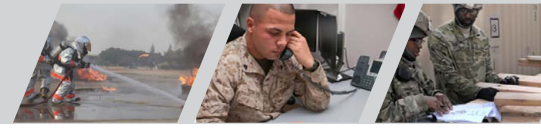
Action Items

2.11 Action Items

Item	Date Started	Date Completed	N/A	Comment(s)
<i>Review</i> your facility's emergency plans and understand the federal, state and local spill reporting regulations.			<input type="checkbox"/>	
<i>Know</i> the difference between small incidental spills and spills or threatening releases requiring emergency response and agency notification, and evacuation procedures.			<input type="checkbox"/>	
<i>Inspect</i> your tanks for corrosion around the base.			<input type="checkbox"/>	
<i>Remove</i> any water from your tanks where the water phase is at the tank bottom and may contribute to internal bottom corrosion.			<input type="checkbox"/>	
<i>Look</i> for possible ignition sources near tanks containing combustible vapor.			<input type="checkbox"/>	
<i>Identify</i> all hazards associated with your facility's operations.			<input type="checkbox"/>	
<i>Calculate</i> the quantities of hazardous substances that could trigger a reportable spill and post it where hazardous substances are present and in your emergency response plans.			<input type="checkbox"/>	
<i>Keep</i> current records that document where all regulated substances are located.			<input type="checkbox"/>	
<i>Designate</i> a person responsible for reporting releases.			<input type="checkbox"/>	
<i>Notify</i> regulatory agencies and DLA Energy immediately in the event of a spill.			<input type="checkbox"/>	
<i>Prepare and submit</i> written notification reports to the appropriate regulatory agencies and DLA Energy.			<input type="checkbox"/>	



CHAPTER 2 Appendices



Appendix 2–1 DLA Energy Rapid Response Cleanup Contracts

Appendix 2–2 State Agency Emergency Response and Spill Notification Numbers

Appendix 2–3 Spill Reporting Notification Form

Appendix 2–4 Federal Regulatory Reporting Requirements

Appendix 2–5 Reportable Quantity Calculations

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Appendix 2-1: DLA Energy Rapid Response Cleanup Contracts

DLA Energy has entered into an agreement with U.S. Army Corps of Engineers (USACE) Omaha District to facilitate a rapid responses to a spill incident at a base. DLA Energy already has provided initial mobilization funding under this contract. DLA Energy strongly recommends using this contract vehicle if a major spill occurs at your facility.

Access to this contract can be obtained by contacting DLA Environmental Office at (571) 767–8308 or (571) 767–8316. These contractors are not intended to act as first responders; their role is to provide rapid cleanup and remediation services, which translates to reduced cleanup costs.

The U.S. Navy Supervisor of Salvage (SUPSALV) maintains the capability to function as an Oil Spill Removal Organization (OSRO) and has contracted for access to commercial vendors for aerial reconnaissance of spills on water to meet requirements in USCG regulations (33 CFR 154) for aerial oil spill tracking capabilities. SUPSALV may not meet the Tier I requirements for response to a spill. Proper coordination with SUPSALV is encouraged for your facility to including obtaining a letter for your records identifying your site for coverage by SUPSALV. To access this contract, call (202) 781–2602 or (202) 781–4367. For after-hours emergencies, contact the Naval Sea Systems Command duty officer at (202) 781–3889, or access the SUPSALV homepage at <http://supsalv.org/essm>.

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Appendix 2-2: State Agency Emergency Response and Spill Notification Numbers

The spill notification and reporting requirements are summarized by state in the following table based on information available from the state agencies' websites and regulations. This table is a summary, especially for petroleum and hazardous substances spill reporting, but it is not necessarily all-inclusive and may change over time. For instance, requirements associated with Emergency Planning and Community Right-to-know Act of 1986 (EPCRA) extremely hazardous substances (EHSs), underground storage tanks (USTs), air emissions, wastewater excursions above permit limits, transportation of hazardous materials, air releases, and spills specific to oil and gas exploration are not included. Many state websites are not consistent with their actual regulations; some states may have spill reporting guidance or recommended reporting requirements on their website that may not be consistent with reporting regulations (for example, some states [such as Illinois] may have a petroleum reportable quantity [RQ] on their websites; however, based on their regulations, the RQ would apply only to releases from a UST). Some states require reporting of spills of any amount regardless of the federal reportable quantities. Always check with your state agency to confirm the applicable reporting requirements.

Note that the federal reporting requirements and RQs apply in ALL states in addition to the states' additional requirements summarized in this appendix. A significant majority of the states require spill reporting to their specific emergency response number in addition to notifying the National Response Center (NRC), even if they don't have more stringent RQs. In addition, local cities and counties (for example, local emergency planning committees [LEPCs]) may have additional reporting requirements that are not listed in this table (for instance, Florida). Note that many states also require follow-up written reports in addition to the initial verbal notification.

In general, ***if you are not sure whether you should report a spill, report it!***

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Alabama Department of Environmental Management (ADEM)	http://adem.alabama.gov/moreInfo/emergencyResponse.cnt	<ul style="list-style-type: none"> Releases of a hazardous substance equal to or greater than federal RQs must also notify AEMA Hotline. 	Alabama State Warning Point (800) 843-0699	Same as federal Requirements
Alaska Department of Environmental Conservation (ADEC)	https://dec.alaska.gov/	<ul style="list-style-type: none"> Any release of oil and/or petroleum to water. Any release of oil and/or petroleum in excess of 55 gallons must be reported immediately. Any release oil and/or petroleum in excess of 10 gallons but less than 55 gallons must be reported within 48 hours. Any release of oil and/or petroleum in excess of 55 gallons into secondary containment. Any release of a hazardous substance to land or water. Releases of a hazardous substances equal to or greater than federal RQs must also be notified to the state. 	<p>ADEC at (800) 478-9300 after hours</p> <p>Central (Anchorage) (907) 269-3063</p> <p>Northern (Fairbanks) (907) 451-2121</p> <p>Southeast (Juneau) (907) 465-5340</p>	Alaska Administrative Code, Title 18, Section 75.300
Arizona Department of Environmental Quality (ADEQ)	https://azdeq.gov/	<ul style="list-style-type: none"> Any spill that occurs at any oil or gas storage facility. 	ADEQ Emergency Response at (800) 234-5677 or 602-771-2330	Arizona Administrative Rules, R12-7-120
Arkansas Department of Environmental Quality (ADEQ), Emergency Management	https://www.adeq.state.ar.us/	<ul style="list-style-type: none"> Releases of a hazardous substances equal to or greater than federal RQs must be notified to the state. 	ADEQ at (800) 322-4012	Same as federal requirements
Cal OES Governor's Office of Emergency Services	<p>California State Warning Center:</p> <p>http://www.caloes.ca.gov/cal-oes-divisions/warning-center</p>	<ul style="list-style-type: none"> Hazardous substances and materials if they pose a present or potential hazard to human health and safety, property, or the environment. Any amount of hazardous materials, substances, oil spills into the waters of the state (including marine waters) requires reporting. In addition, the RQ for oil or petroleum products is 1 barrel (42 gallons) or more by direct discharge to receiving waters unless a more restrictive reporting standard for a particular body of water is adopted. The RQ for unauthorized discharges of sewage is 1,000 gallons. Report any petroleum spill of 1 barrel (42 gallons) or more of petroleum products at an aboveground storage tank (AST) facility and any release or threatened release from an AST. 	EMA State Warning Center at (800) 852-7550, and your jurisdiction's Certified Unified Program Agency (CUPA) or 9-1-1	Health and Safety Code (HSC) 25270.8 and 25507 and California Code of Regulations, Title 19, Sections 2701 through 2705; California Government Code (CGC), Section 8670.25.5; 8670/26; and California Water Code (CWC) 13272(a); 13271 and Title 23, Division 3, Section 2250 and 2260. CWC 13272(f)

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Colorado Department of Public Health and Environment (CDPHE)	www.colorado.gov/cs/Satellite/CDPHE-HM/CBON/1251616362010	<ul style="list-style-type: none"> Any spill of any chemical, oil, petroleum product, or sewage that may enter waters of the state (which includes surface water, groundwater, dry gullies, and storm sewers leading to surface water) must be reported. Releases of a hazardous substances equal to or greater than federal RQs must be notified to the state. 	Colorado Environmental Release and Incident Reporting at (877) 518-5608	Colorado Water Quality Act, Part 6, Colorado Revised Statutes (CRS) 25-8-601(2)
Connecticut Department of Energy and Environmental Protection (DEEP)	www.ct.gov/dep/cwp/view.asp?A=2692&Q=322584	<ul style="list-style-type: none"> Any amount of hazardous materials, substances, or oil. Cleanup must be performed by a permitted spill contractor. 	DEEP Emergency Response Unit at (866) 337-7745 or (860) 424-3338	Connecticut General Statutes (CGS), Title 22a, Chapter 446K, Section 22a-450 and 22a-454
Delaware Department of Natural Resources and Environmental Control (DNREC) – Division of Waste and Hazardous Substances	https://dnrec.alpha.delaware.gov/waste-hazardous/	<ul style="list-style-type: none"> Any amount of hazardous materials, substances, pollutants, or petroleum into surface water, groundwater, or land or discharge of an air contaminant into air exceeding Delaware RQs (DRQs). Report any quantity of petroleum unless discharges are contained in a manner that prevents the immediate or eventual discharge or leaking into surface water or groundwater. For releases contained to prevent leaking or confined on an impervious surface, the following shall apply: <ul style="list-style-type: none"> Report motor fuel, jet fuel, heating oil, used oil, or used petroleum substances of 25 gallons or more on land. Report other types of petroleum substances of 150 gallons or more to land. 	DNRE's Complaint and Spill Notification Line at (800) 662-8802	Delaware Code, Title 7, Chapter 60, Section 6028(a), Reporting of a Discharge of a Pollutant or Air Contaminant. Title 7, Regulation 1203, Sections 2.0, 3.5, and Section 3 Table A List of DRQs
Florida Department of Environmental Protection (FDEP)	www.dep.state.fl.us/oer/default.htm	<ul style="list-style-type: none"> Any hazardous material and or substance spills threatening the public or the environment and any chemical spills requiring evacuation. All petroleum-based spills (any amount) to waters of the state. Petroleum product spills greater than 25 gallons or potential of greater than 25 gallons to a pervious surface. Spills requiring any state and/or federal notifications or assistance. Any spill greater than 100 gallons to impervious surface or any spill greater than 500 gallons into secondary containment. 	State Warning Point at (800) 320-0519	Florida Administrative Code (FAC), Title 62, Section 62-150.300, FAC 62-762-451

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Georgia Department of Natural Resources (DNR)	https://gadnr.org/	<ul style="list-style-type: none"> Oil and hazardous substances spills of known quantity exceeding an RQ or unknown quantity. 	Georgic Environmental Protection Division at (800) 241-4113 or 404-656-4863	Official Code of Georgia (OCGA), Title 12, Chapter 14, Section 12-14-3
Hawaii Department of Health (DOH) Office of Hazard Evaluation and Emergency Response (HEER)	http://eha-web.doh.hawaii.gov/eha-cma/Leaders/HEER/spill-reporting-and-emergency-response	<ul style="list-style-type: none"> Oil into state waters that causes sheen. Oil into the environment that is not contained or is greater than 25 gallons. Less than 25 gallons of oil released into the environment but which is not contained and remediated within 72 hours. Hazardous substance above the state listed RQs within a 24-hour period. Any free product that appears on groundwater. 	Hawaii State Emergency Response Commission (HSERC)/HEER at Day Time Hours: (808) 586-4249 After-Hours: (808) 247-2191	Hawaii Administrative Rules (HAR), Title 11, Sections 11-451-5(b) and(c), 11-451-6(b) and (c), and, 11-451-7
Idaho Department of Environmental Quality (DEQ)	www.deq.idaho.gov/about-deq/emergency-response-overview.aspx	<ul style="list-style-type: none"> Hazardous substances, materials, or oil that has entered or may enter state waters. Releases of a hazardous substances equal to or greater than federal RQs must be notified to the state. Any petroleum spill, leak, discharge, leaching, or disposal from a tank into surface or subsurface soils, surface water, or groundwater. 	Idaho Communication Center at (800) 632-8000 or (208) 846-7610	Idaho Administrative Code (IAC), IDAPA 15, Title 13, Section 15.13.01(200)(04) Hazardous Substance Emergency Response Act, Chapter 71, Section 39-7108 IAC, IDAPA 58, Title 1, Chapter 2, Section 850 and 58.01.02.851 and 852
Illinois Emergency Management Agency	https://www2.illinois.gov/iema/Pages/default.aspx	<ul style="list-style-type: none"> Hazardous materials, hazardous substances or EHSs that exceed federal RQs, should also notify Illinois Emergency Management Agency (IEMA). 	IEMA at (800) 782-7860 or (217) 782-7860	Illinois Administrative Code, Title 29, Section 430.30

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Indiana Department of Environmental Management (IDEM)	https://www.in.gov/idem/	<ul style="list-style-type: none"> ■ Hazardous material, substance, and oil spills that damage waters of the state (including tiles, sewers, and storm drains). ■ Objectionable substances that are of quantity and type, and present for duration and in a location to damage waters of the state (anything that is not a hazardous substance, EHSs, or petroleum). ■ Spills of motor vehicle operating fluids of less than or equal to 55 gallons AND which may damage waters of the state. ■ Spills located at a facility within a delineated public water supply wellhead protection area (as determined by a water utility) AND (1) spills of hazardous substances or EHSs greater than 100 pounds or the RQ, whichever is less; (2) spills of greater than 55 gallons of petroleum; or (3) spills of objectionable substances. ■ Spills to soil beyond the facility boundary: (1) Spills of hazardous substances or EHSs that exceed 100 pounds or the RQ, whichever is less; (2) spills of petroleum that exceed 55 gallons; or (3) spills of objectionable substances. ■ Spills to soil within the facility boundary: (1) spills that exceed the RQ; (2) spills of petroleum that exceed 1000 gallons; or (3) spills of objectionable substances. ■ Any spill for which a spill response has not been done. 	IDEM, Emergency Response at (888) 233-7745 or (317) 233-7745	Indiana Administrative Code, Title 327, Section 2-6(327IAC 2-6)

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Iowa Department of Natural Resources (IDNR)	http://www.iowadnr.gov/	<ul style="list-style-type: none"> ■ Hazardous substances (broad term that includes hazardous substances, hazardous waste, hazardous materials, pollutants, toxic pollutants, petroleum products, industrial chemicals, poisons, explosives, fertilizers, heavy metals, pesticides, sludges, radioactive materials, and any substance or mixture that presents a danger to the public health or safety). ■ Any person manufacturing, storing, handling, transporting, or disposing of a hazardous substance must report any hazardous condition (actual, imminent, or probable spill, leak, or release of hazardous substance that creates an immediate or potential danger to the public health or safety or to the environment). Example conditions include hazardous substance that has the potential to leave the property; has the potential to reach waters of the state (surface or ground water); can be detected in the air at the boundary of the facility property by sight and smell or by monitoring equipment; has potential threat to the public health and safety; has local officials respond to the incident; or exceeds a federal RQ. 	IDNR, Emergency Response Unit (515) 725-8694	Iowa Administrative Code, Division 567, Title IX, Chapter 131, Section 131.2(455B)
Kansas Department of Health and Environment (KDHE) and Kansas Division of Emergency Management (KDEM)	www.kdheks.gov/spill/	<ul style="list-style-type: none"> ■ Hazardous material and substance spills that may impact the soils or water of the state (based on federal requirements) (KDEM). ■ All sewage, substances, materials, or wastes regardless of phase or physical state, which are or threaten to contaminate or alter any of the properties of the waters of the state or pollute the soil in a detrimental, harmful, or injurious manner or create a nuisance, must be reported. (KDHE) ■ Any escape of oil that has reached or threatens to reach surface water or impact groundwater or is reportable to the NRC (Call KDHE and KDEM). ■ Oil and petroleum spills over 110 gallons must be reported to KDEM. 	<p>KDHE Spill Reporting at (785) 296-1679 or (785) 291-3333.</p> <p>KDEM for oil and petroleum spills, hazardous material spills (DOT), and hazardous substances greater than RQ spills; at (800) 905-7521</p>	<p>Kansas Administrative Regulations (KAR), Title 28, Section 48 Kansas Statutes</p> <p>Annotated (KSA) Chapter 65, Article 1, Section 71D</p>

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Kentucky Department for Environmental Protection (DEP) – Energy and Environment Cabinet	http://dep.ky.gov/Pages/ERT.aspx	<ul style="list-style-type: none"> ■ Hazardous substances and EHSs greater than RQs must be notified to the state emergency response team (ERT) in addition to NRC. Nerve and blister agents are considered hazardous substance and are reportable for any quantity. ■ Pollutants or contaminants (excluding petroleum) that, when released into the environment in any quantity, may present an imminent or substantial danger to the public health or welfare. ■ Petroleum or petroleum product releases or threatened release of 25 gallons or more in a 24-hour period, except for diesel fuel, that has an RQ of 75 gallons or more in a 24-hour period; or any amount that creates a visible sheen on surface waters. 	Environmental Response Team at (800) 928–2380 or (502) 564–2380	Kentucky Revised Statutes (KRS) 224.01–400; 224.50–130(2)
Louisiana Department of Environmental Quality (LDEQ)	https://deq.louisiana.gov/	<ul style="list-style-type: none"> ■ For unauthorized discharge that causes emergency conditions, call the Hazardous Material Hotline. ■ Non-emergency notification: Unauthorized discharge that exceeds an RQ specified in Subchapter E of LAC 33:I.3931, but does not cause an emergency, requires notification to the hotline within 24 hours. ■ Unauthorized discharges that result in contamination of groundwaters of the state or otherwise moves in, unto, within, or on any saturated subsurface strata require notification to the single point of contact (SPOC). ■ State RQs are in 33 LAC 3931. For example, RQ for oil is 1 barrel (42 gallons). 	<p>Louisiana Emergency Hazardous Material Hotline is (225) 925–6595.</p> <p>The Office of Environmental Compliance, Emergency and Radiological Services Division, Single Point of Contact (SPOC) at (225) 219–3640 during office hours or (225) 342-1234 after-hours.</p>	Louisiana Administrative Code (LAC), Title 33, Part I, Sections 3915, 3917, 3923, 3925 and 3931 (LAC 33:I.3915– 3931)
Maine Department of Environmental Protection (DEP)	www.maine.gov/dep/spills/emergspillresp/contacts.html	<ul style="list-style-type: none"> ■ Any hazardous material, substance, or oil spills regardless of quantity. ■ Oil spills of any discharge into or on any coastal waters, estuaries, tidal flats, beaches, and lands adjoining the seacoast of the state or into; upon any lake, pond, river, stream, sewer, surface water drainage, ground water or other waters of the state or any public or private water supply; or onto lands adjacent to, on, or over such waters of the state. ■ All hazardous matter spills and/or incidents must be reported. Hazardous matter is any substance that presents a present or potential danger to the people of the state or to its natural environment when deposited on land or discharged on or into waters of the state or ambient air (includes hazardous substances under 40 CFR 116 and 117 and hazardous waste per Chapter 850). 	<p>MDEP’s Emergency Spill Response</p> <p>Oil: (800) 482–0777</p> <p>HazMat: (800) 452–4664 or (800) 452-1942</p>	Title 38, Chapter 3 Subchapter 2–A Section 543 (oil), MDEP, Rules for Hazardous Matter, Chapter 800 and 801, Section 3

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Maryland Department of the Environment (MDE)	www.mde.state.md.us	<ul style="list-style-type: none"> All oil spills of any quantity onto land or water. Releases of a hazardous substances equal to or greater than federal RQs must be notified to the state. 	MDE's Emergency Response at (866) 633-4686	Code of Maryland Regulations (COMAR), Title 26, Section 10.01.03
Massachusetts Department of Environmental Protection (MassDEP)	https://www.mass.gov/orgs/massachusetts-department-of-environmental-protection	<ul style="list-style-type: none"> Notification and reporting per Massachusetts Contingency Plan for Massachusetts Oil and Hazardous Material List (MOHML) with RQs, and reportable concentrations (RCs) for groundwater and soil. Specific RQs exist for oil, gasoline, diesel fuel, and various petroleum products. 	Mass DEP's Emergency Response at (888) 304-1133	Code of Massachusetts Regulations (CMR), Title 310, Chapter 40, Sections 40.0311 through 40.0318(1); 310 CMR 40.1600
Michigan Department of Environmental Quality (DEQ)	www.michigan.gov/deq/0,4561,7-135-3307_29894_5959---,00.html	<ul style="list-style-type: none"> Unpermitted releases of hazardous substances greater than RQs. Release to the environment of a commercial pesticide greater than 5 gallons or 100 pounds; commercial fertilizer greater than 55 gallons of liquid or 650 pounds dry. A release from an AST system of greater than 55 gallons of any flammable or combustible liquid (flash point <200°F) to the ground or within secondary containment area during any 24-hour period. Unpermitted release directly or indirectly to public sewer system, surface of ground, surface water, or groundwater from an oil storage facility of a polluting material in excess of Threshold Planning Quantity in Table 1 in Rule 324.2009. 	Pollution Emergency Alerting System (PEAS) (800) 292-4706	Michigan Administrative Code, Department of Environmental Quality, Chapter 324, Rule 324.2001-2009 and Rule 324:1008 Natural Resource Environmental Protection Act 451, Section 3109 Fire Prevention Code and Act 207, Part 2
Minnesota Pollution Control Agency (PCA)	https://www.pca.state.mn.us/waste/emergency-response	<ul style="list-style-type: none"> Petroleum spills greater than 5 gallons. Any spill of any substance or material that may cause pollution of waters of the state. Any spills that may cause pollution such as toxic, flammable, corrosive, and dangerous industrial chemicals. Any spill or release that exceeds federal RQs must be notified to the state. 	Emergency Response Team (800) 422-0798 or (651) 649-5451	Minnesota Statutes, Section 299K.07(a) Section 115.061(a); Section 115C.02, Subdivision 10
Mississippi Department of Environmental Quality (MDEQ)	https://www.mdeq.ms.gov/	<ul style="list-style-type: none"> Oil spills into state waters. Oil spills of 1 or more barrels. Spills of any pollutant, not just hazardous materials, that may affect state waters, land, air, or public health. 	Mississippi Emergency Management Agency, Warning Point at (800) 222-6362	MDEQ Chapter WPC-1; and LW-2

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Missouri Department of Natural Resources (DNR)	www.dnr.mo.gov/env/esp/esp-eeer.htm	<ul style="list-style-type: none"> Any discovery of an emergency involving a hazardous material and/or substance. Any release of hazardous substances in quantities equal to or in excess of federal RQs AND petroleum oil spills of 50 gallons of liquids or 300 cubic feet of gases into land or air. Any petroleum oil into state waters. 	MDNR's Environmental Emergency Response Spill Reporting Hotline at (573) 634-2436	Missouri Spill Bill (260.500-260-550), Missouri Revised Statutes, 260.500 (6); Missouri Code of State Regulations, Section 10 CSR 24-3.010
Montana Disaster and Emergency Services	http://readyandsafe.mt.gov/emergency	<ul style="list-style-type: none"> Releases or spills of hazardous substances in amounts that meet or exceed the federal RQs should be notified to the state. Notification must include the state DES or DEQ. If no response at DES, call DEQ. Releases or spills of any material that would lower the quality of groundwater below water quality standards (call DEQ). Spills, overfills, and suspected releases from petroleum storage tanks of greater than 25 gallons AND less than 25 gallons if it cannot be cleaned up within 24 hours. Notify DEQ Leak Line, or after-hours notify DES. 	<p>Montana Disaster and Emergency Service (DES) at (406) 324-4777</p> <p>Montana Department of Environmental Quality (DEQ) at (406) 431-0014</p> <p>Montana DEQ Petroleum Leak Line at (406) 324-4777 24-hour</p>	<p>Administrative Rules of Montana (ARM) 17.30.1045</p> <p>Montana Code Annotated (MCA) §75-5-101 et seq. and §75-10-701 et seq.</p>
Nebraska Department of Environmental Quality (DEQ)	http://www.deq.state.ne.us/	<ul style="list-style-type: none"> Any release or suspected release of hazardous materials and/or substances. Any hazardous material and/or substance and/or oil spills to state waters. Oil spills greater than 25 gallons released on the surface of the land. Hazardous substances equal to or exceeding 100 pounds or its RQ (40 CFR 302 and 40 CFR 355), whichever is less. Any quantity of oil or hazardous substance release that occurs beneath the surface of the land or impacts or threatens waters of the state or threatens the public health or welfare. 	<p>DEQ Business Hours: (402) 471-2186 or (877) 253-2603</p> <p>After-Hours: (402) 471-4545 (Nebraska State Patrol Dispatch)</p>	Nebraska Code of Rules and Regulations, Department of Environmental Quality, Title 126, Chapter 18, Section 002

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Nevada Division of Environmental Protection (NDEP)	https://ndep.nv.gov/	<ul style="list-style-type: none"> ■ RQ for petroleum products (i.e., gasoline, diesel, and hydraulic fluid) is 25 gallons or 3 cubic yards of contaminated material or the presence on or in groundwater. ■ Spills of hazardous substances that exceed federal RQs (40 CFR 302) must also notify the NDEP. ■ Release of a hazardous substance, contaminant, hazardous material, pollutant, or regulated substance to soil or other surfaces of land in a quantity of greater than 25 gallons or 200 pounds; a hazardous substance that is discovered in at least 3 cubic yards of soil during excavation of soil, subsurface exploration, or any other subsurface activity. ■ A spill of any quantity of a hazardous waste, substance, material, pollutant, or contaminant that affects a water way within the state or threatens a vulnerable resource. ■ Note: NDEP has developed guidelines for RCs in groundwater and soil; available at https://ndep.nv.gov/environmental-cleanup/site-cleanup-program/site-cleanup-guidance 	Nevada Division of Environmental Protection (NDEP) at (888) 331-6337 or (775) 687-9485	Nevada Administrative Code (NAC) 445A.345 to 348
New Hampshire Department of Environmental Services (DES)	http://des.nh.gov/organization/divisions/waste/orcb/srcis/reporting.htm	<ul style="list-style-type: none"> ■ Any hazardous material and/or substance and/or oil spills that may pose a threat to human health or the environment. ■ Any oil spill into surface or groundwater of the state. ■ Any oil spill of 25 gallons or more to land. ■ A discharge of any oil into surface water or groundwater of the state (Env-Or 604.06). ■ Hazardous material spills to the ground or surface water. ■ A discharge of 25 gallons or more of oil to land; a discharge of less than 25 gallons of oil to the land, unless the discharge is cleaned up immediately and properly disposed of; a discharge of oil that results in the presence of vapors that pose an imminent threat to human health; a discharge of oil in violation of groundwater quality criteria per Env-Or 603.01; or a discharge of oil resulting in the detection of NAPL (Env-Or 604.06) ■ Any violation of ambient groundwater quality standards in Env-Or 603.01 must be reported (Env-Or 604.02) 	DES Spill Response and Complaint Investigation Section (SRCIS) Business Hours: (603) 271-3899 After Hours: (603) 223-4381 (State Police)	Revised Statutes Annotated (RSA) 146-A:5 AND New Hampshire Code of Administrative Rules (CAR), Chapter Env-Or, Part 604

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
New Jersey Department of Environmental Protection (NJDEP) – Emergency Management Program	https://www.nj.gov/dep/emergency/	<ul style="list-style-type: none"> All unauthorized hazardous material and/or substance and/or oil releases regardless of quantity. Note: Additional spill reporting regulations apply to major facilities that have a combined storage capacity of 20,000 gallons or more of hazardous substances (not petroleum); or 200,000 gallons or more of hazardous substances (including petroleum) (See NJAC 7:1E–1 and 1E–2). However, New Jersey has passed its Spill Compensation and Control Act that prohibits any spills to water or lands of the state and is unclear about reporting. When in doubt, report. 	Bureau of Emergency Response (BER) (877) WARN–DEP or (877) 927–6337	NJ Statutes Annotated (NJSA) 58:10–23.11 Spill Compensation and Control Act New Jersey Administrative Code, NJAC 7:1E–1
New Mexico Environment Department (NMED)	www.nmenv.state.nm.us/gwb/low.htm	<ul style="list-style-type: none"> Any amount of any material, including petroleum products in quantities that may, with reasonable probability, injure or be detrimental to human health, animal or plant life, or property. Also, if it may interfere with public welfare or use of property. 	NMED at (505) 827–9329	New Mexico Regulations, Title 20, Section 6.2.1203
New York Department of Environmental Conservation (DEC)	www.dec.ny.gov/chemical/8428.html	<ul style="list-style-type: none"> Any hazardous material, substance, or oil spills that could threaten human health outside the facility. Any hazardous material, substance, or oil spills that have reached surface water. All petroleum spills into waters of the state or onto the lands from which it might flow or drain into waters of the state or that may damage lands, waters, or natural resources within the jurisdiction of the state, must be reported except for spills that MEET ALL OF THE FOLLOWING: <ul style="list-style-type: none"> Quantity is less than 5 gallons; Spill is contained and under control; Spill has not or will not reach the state water or any land; and The spill is cleaned up within 2 hours of discovery. AST petroleum facilities with a combined storage capacity greater than 1,100 gallons must report all spills, leaks, or discharges. Any liquid (including petroleum) that if released would likely pollute lands or waters of testate. Releases of a hazardous substance equal to or greater than RQ must also be notified to DEC Hotline. 	New York State Spill Hotline at (800) 457–7362	New York Codes, Rules, and Regulations (NYCRR), Article 12 Section 172 of NYS Navigation Law (Oil Spill Prevention, Control and Compensation); 6 NYCRR §613.8; ECL §17–1743; 17 NYCRR §§ 32.3 and 32.4 extends the notification under the Navigation Law §175; 6 NYCRR Parts 595, 596, 597; ECL 40–0113(d)

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
North Carolina Department of Environment and Natural Resources (NCDENR)	http://portal.ncdenr.org/web/wq/home/er	<ul style="list-style-type: none"> ▪ Petroleum oil spills greater than 25 gallons; causes a sheen on nearby surface water; or spills within 100 feet of a surface water body. ▪ Petroleum oil spills of less than 25 gallons that cannot be cleaned in 24 hours or if it causes a sheen on nearby surface water. ▪ Oil spills that reach surface water must be reported to the state and the NRC. ▪ Any hazardous substance that is equal to or exceeds federal RQ must be notified to the state and NRC. 	NCDENR and Division of Water Quality Business (800) 858-0368	General Statutes of North Carolina, Chapter 143, Article 21A, Section 143-215.85
North Dakota Department of Health	https://www.ndhealth.gov https://deq.nd.gov/WQ/	<ul style="list-style-type: none"> ▪ Any hazardous material, substance, oil spill that may potentially have an adverse effect on human health or environment. ▪ All spills that may cause or is likely to cause pollution to waters (surface water or groundwater) of the state. This includes all substances not just hazardous substances (e.g., molasses or salt). 	ND hazardous materials emergency assistance and spill reporting at (701) 328- 5210 or (800) 472-2121	North Dakota Administrative Code Title 33, Chapter 33-16, Section 33-16-02.1-11(4)
Ohio Environmental Protection Agency	https://www.epa.state.oh.us/	<ul style="list-style-type: none"> ▪ Any hazardous material, substance, pollutant, or oil spills that affect public safety, human health, and the environment. ▪ Oil spills to the environment of 25 gallons or more. ▪ A release or spill of a regulated chemical that exceeds RQs and leaves the facility property line. Regulated chemicals include: <ul style="list-style-type: none"> • Extremely Hazardous Substances 40 CFR 355; • Hazardous Substances 40 CFR 302; and • Oil (including gasoline, petroleum, fuel oil, sludge, oil refuse, and oil mixed with wastes) 	Emergency Response Spill Hotline (800) 282-9378	Ohio Administrative Code, Title 3750, Section 3750-25-01 to Section 3750-25-25
Oklahoma Department of Environmental Quality (ODEQ)	www.deq.state.ok.us/lpdnew/saratitleiii/spillreporting.htm	<ul style="list-style-type: none"> ▪ Any spill or discharge to the waters of the state according to 40 CFR 117. ▪ Aboveground petroleum storage tank releases of a regulated substance at the facility or in the surrounding area, a release of 25 gallons or more, or any release requiring emergency corrective action should be notified to PSTD, and if not available, then contact ODEQ. 	ODEQ at (800) 522-0206	Oklahoma Administrative Code, Title 252, Section 252:606-1-6(a); Oklahoma Corporation Commission, Title 165, Section 165:29-3-2

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Oklahoma Corporation Commission– Petroleum Storage Tank Division (PSTD)	https://www.occeweb.com/ps/aboutpst1.html	<ul style="list-style-type: none"> ■ Any spill or discharge to the waters of the state according to 40 CFR 117. ■ Aboveground petroleum storage tank releases of a regulated substance at the facility or in the surrounding area, or a release of 25 gallons or more, or any release requiring emergency corrective action should be notified to PSTD and if not available, then contact ODEQ. 	(PSTD) at 405–521–4683	Oklahoma Administrative Code, Title 252, Section 252:606–1–6(a); Oklahoma Corporation Commission, Title 165, Section 165:29–3–2
Oregon Department of Environmental Quality (DEQ)	https://www.oregon.gov/deq/Pages/index.aspx	<ul style="list-style-type: none"> ■ Any quantity of oil to waters of the state. ■ Oil spills on land greater than 42 gallons. ■ Any hazardous substance that is equal to or exceeds federal RQ must be notified to the state and NRC. ■ Spills or releases of hazardous substances regulated by the Hazardous Substances Remedial Action rules. ■ Spill or release of any oil or hazardous material into the air, into, or on any land or waters of the state. ■ The amount of oil or hazardous material spilled or released, or threatening to spill or release, that exceeds the RQ established in ORS 466.605 or listed in OAR 340–142–0050 or will exceed an RQ in any 24-hour period. ■ 10 pounds or more of a hazardous material that is not otherwise listed in 40 CFR 302.4. ■ 200 pounds (25 gallons) of pesticide residue. 	ODEQ Emergency Response System at (800) 452–0311	Oregon Administrative Rules (OAR), Chapter 340, Section 340–142–0040 and 0050. OAR 340–122–0110; Oregon Revised Statutes (ORS) 466.605 (Spill Response and Cleanup of Hazardous Materials); ORS 468B.005
Pennsylvania Department Environmental Protection (DEP)	https://www.dep.pa.gov/Pages/default.aspx	<ul style="list-style-type: none"> ■ Any pollutant that is discharged into surface or groundwater, including sewers, drains, and ditches. ■ Any releases from above ground storage tanks. ■ The following situations are encouraged as voluntary reporting: <ul style="list-style-type: none"> • Spills in excess of 5 gallons of any hazardous material • All petroleum spills of 5 gallons or more with potential to pollute 	PDEP Emergency Response by Region: Southeast: (484) 250–5900 Northeast: (570) 826–2511 Southcentral: (717) 705-4700 Northcentral: (570) 327–3636 Southwest: (412) 442–4000 Northwest: (814) 332–6945 or After-Hours: (800) 373–3398 (800) 541–2050 (statewide backup number)	Pennsylvania Code, Title 25: Chapter 91, Section 91.33; Chapter 245, Section 245.305

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Rhode Island Department of Environmental Management (DEM)	http://www.dem.ri.gov/	<ul style="list-style-type: none"> ■ A release of a hazardous substance of any amount on land, in water, or in the air or if you suspect a release is imminent. All oil spills that could result in a release to the environment. 	DEM Office of Emergency Response at business hours: (401) 222-1360 or anytime: (401) 222-3070 (Division of Law Enforcement)	Rules for the Investigation and Remediation of Hazardous Material Releases, Section 5.00 Oil Pollution Control Regulations, Section 12 Water Quality Rule 11
South Carolina Department of Health and Environmental Control (DHEC)– Land and Waste Management	https://scdhec.gov/environment/land-management	<ul style="list-style-type: none"> ■ Unpermitted discharge of petroleum product spills or any substance. ■ Any hazardous substance that is equal to or exceeds federal RQ must be notified to the state and NRC. 	DHEC Emergency Response (888) 481-0125	South Carolina Code of Regulations, Chapter 121, Section 121-8.26(B); Section 90 of Pollution Control Act
South Dakota Department of Environment and Natural Resources (DENR)	http://denr.sd.gov/des/gw/spills/spills.aspx	<ul style="list-style-type: none"> ■ Any release or spill of regulated substance (includes petroleum) that: <ul style="list-style-type: none"> • Threatens waters or is in a position to threaten waters of the state (surface water or groundwater) • Causes an immediate danger to human health or safety • The discharge exceeds 25 gallons • Causes sheen on surface water • Discharge exceeds the groundwater quality standards of ARSD 74:54:01 • Discharges exceeding the surface water quality standards of ARSD 74:54:01 • Discharges that harms or threatens to harm wildlife or aquatic life 	DENR Business Hours: (605) 773-3296 After-Hours: (605) 773-3231	Administrative Rule South Dakota (ARSD) 74:34:01; South Dakota Codified Law (SDCL) Chapter 34A-12
Tennessee Emergency Management Agency (TEMA)	https://www.tn.gov/tema.html	<ul style="list-style-type: none"> ■ Releases of a hazardous substance equal to or greater than federal RQs must be notified to TEMA Hotline. 	TEMA at (615) 741-0001	Tennessee Department of Environment and Conservation, Rule 400

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Texas Commission on Environmental Quality (TCEQ)	https://www.tceq.texas.gov/	<ul style="list-style-type: none"> ■ Hazardous substance spilled onto the land that equals or exceeds federal RQ (30 TAC 327). ■ Hazardous substance discharged into waters of the state that equals or exceeds federal RQ or 100 lb, whichever is less. ■ Any other substance that will cause pollution if discharged into waters of the state and has an RQ at 100 lb (30 TAC 327). ■ Any oil or petroleum discharged to state or coastal waters in a quantity sufficient to cause a sheen. ■ RQ for crude oil and oil, other than defined as petroleum product or use oil, shall be 210 gallons (5 barrels) for spills or discharges onto land. ■ RQ for petroleum product and used oil shall be 25 gallons for spills onto land. ■ RQ for petroleum product and used oil spills or discharges to land from petroleum storage tank exempted facilities is 210 gallons (5 barrels) ■ RQ for industrial solid waste or other substances spills or discharges into waters of the state is 100 lb. 	TCEQ at (800) 832-8224	<p>Texas Administrative Code, Title 31, Chapter 19, Part 1, Section 19.32</p> <p>Title 30, Chapter 327,</p> <p>Sections 327.1-5 Texas Water Code 26,</p> <p>Section 039 and 261-267</p>
Utah Department of Environmental Quality (DEQ)	https://deq.utah.gov/	<ul style="list-style-type: none"> ■ All “petroleum hydrocarbons” spills into or that have the potential of spilling into waters of the state. ■ Used oil spills greater than 25 gallons or potential threat to human health or environment. ■ Spill of a substance that could pollute the waters of the state. 	Division of Environmental Response and Remediation at (801) 536-4123 (after-hours). During hours for petroleum (801) 536-4300.	<p>Utah Administrative Code, R315, Rule 315-9-1; R315-15-9;</p> <p>Rule 909-75-1, Rule R317-6.15(B);</p> <p>Utah Code 19-5-114</p>
Vermont Department of Environmental Conservation (DEC)	www.anr.state.vt.us/dec/wastediv/spills/spills_program.htm	<ul style="list-style-type: none"> ■ A discharge of hazardous waste, or release of hazardous material (includes petroleum, toxic, corrosive or other chemicals and hazardous substances under CERCLA) that exceeds 2 gallons. ■ A discharge of hazardous waste, or release of hazardous material that is less than 2 gallons AND poses a potential or actual threat to human health or the environment. ■ A discharge of hazardous waste, or release of hazardous material that equals or exceeds its corresponding federal RQ. ■ Any spill, release or discharge that impacts or threatens sensitive receptors such as surface waters or drinking water wells. 	Department of Public Safety, Emergency Management Division at (800) 641-5005 (24-hour) or DEC	Vermont (DEC), Hazardous Waste Management Regulations, Section 7-105

State/Agency	Link	More Strict Reportable Quantity (RQ) Threshold?	Where to Report	Citation
Virginia Department of Emergency Management (VDEM)	http://www.vaemergency.gov/	<ul style="list-style-type: none"> Any hazardous substance that is equal to or exceeds federal RQ, released on the land or waters of the state must be notified to the state and federal agencies. 	VDEM (800) 468-8892 or (804) 674-2400	Same as federal requirements
Washington Department of Ecology	https://ecology.wa.gov/	<ul style="list-style-type: none"> All hazardous material and oil spills to state waters (surface water, groundwater, sewers, storm drains, ditches, wetlands, beaches, snow banks), the ground, or air must be reported, regardless of the size of the spill. Non-permitted or unauthorized spill or discharge of a dangerous waste or hazardous substance into the environment. 	Washington Emergency Management Division at (800) 258-5990 or (800) OILS-911 AND the Washington Department of Ecology office responsible for where the spill is located.	Washington Administrative Code (WAC), 173-303-145 and WAC 173-180. Revised Code of Washington (RCW), Ch. 90.48 RCW Ch. 90.56 RCW Ch. 69.50 RCW
West Virginia Department of Environmental Protection (DEP)	www.dep.wv.gov/WNE/ee/geninfo/Pages/spillnotification.aspx	<ul style="list-style-type: none"> Any spill or accidental discharges of pollutants into the waters of the state. 	DEP at (800) 642-3074	West Virginia Code of State Rules (CSR) 47-11-2; 55-1-4
Wyoming Department of Environmental Quality (DEQ), Water Quality Division	http://deq.wyoming.gov/wqd/	<ul style="list-style-type: none"> Any releases of oil and hazardous substances that enter waters of the state. Releases determined to be a threat to enter waters of the state AND are: <ul style="list-style-type: none"> Considered a hazardous substance Greater than 10 barrels of any combination of crude oil, petroleum condensate, and produced water 25 gallons of refined crude oil products (gasoline, diesel fuel, aviation fuel, asphalt, road oil, kerosene, fuel oil, and derivatives of mineral, animal or vegetable oils). Suspected releases from regulated aboveground storage tanks. 	WDEQ Emergency Response at (307) 777-7781	Wyoming Water Quality Rules and Regulations (WWQRR) Chapter 4; Chapter 17, WWQRR

Appendix 2-3: Spill Reporting Notification Form

SPILL REPORTING NOTIFICATION FORM (1 OF 3)*

Your name:

Today's date:

Facility Name:

Location:

DoD Activity Address Code:

INVOLVED PARTIES

Date and time of incident:

Emergency coordinator notified by:

Time:

Name of discoverer:

INCIDENT DESCRIPTION

Nature of incident: Fire Spill Gas or vapor release Work-related injury
Other:

Description of incident:

Point of origin (fire)/source/(spill/release):

Cause, if known:

Duration of incident:

Location of spill/release:

Wind direction and velocity at time of release:

Weather conditions at time of release:

MATERIALS

Name of hazardous substance(s) or chemical(s) involved:

Quantity of material released:

Is the spilled or released material on the CERCLA Hazardous Substance list in 40 CFR 302.4? For chemical products, check the ingredients and calculate the amount for each listed substance. If yes, what is the final reportable quantity (RQ) given in Table 302.4?

Yes No
lbs.

Is the spilled or released material on the Extremely Hazardous Substance list in 40 CFR 355, Appendix A or B? If yes, what is the reportable quantity given in Appendix A or B?

Yes No
lbs.

If yes, what is the reportable quantity given in Appendix A or B?

SPILL REPORTING NOTIFICATION FORM (2 OF 3)*

RESPONSE ACTION(S)

Describe response measure(s) taken:

Quantity of material recovered:

Is cleanup completed: Yes No Date completed:

IMPACT

What area(s) might be affected, based on the factors on the preceding page:

Damage to human health, property, and environment within and beyond facility boundaries:

Nature of injuries:

Name of injured employee(s):

Employer of injured employee(s):

Location the injured person(s) were moved to:

Operations curtailed:

Road blocks required: Yes No Locations:

Date and time emergency ended:

Date and time operations resumed:

SPILL REPORTING NOTIFICATION FORM (3 OF 3)*

PERSONNEL AND EXTERNAL/AGENCY CONTACTS				
	Contact Person	Phone Number	Time Contacted	Discussion
Personnel				
Emergency Coordinator/ Qualified Individual				
Commanding Officer/Facility Manager				
Area Supervisor				
Environmental Manager				
Safety Manager				
Public Affairs Office				
Other:				
Other:				
External Contact/Agency Name				
National Response Center/U.S. Coast Guard		(800) 424-8802 or (202) 267-2675		
Community Fire Department				
State Emergency Response Commission (SERC)				
Local Emergency Planning Committee (LEPC)				
U.S. EPA Regional Administrator				
State environmental regulatory or spill reporting office				
DLA Energy		desc.spillreports@ dla.mil		
DLA Energy Region				
Major Command				
Service Control Point				
Other:				

*This form may be used initially for incident information gathering, but specific Situation Reports from DLA Energy, your host military installation, or your Service Control Point may be required. Also, check your facility's emergency response plans for additional reporting requirements.

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Appendix 2-4: Federal Regulatory Reporting Requirements

Regulated Material	Reportable Quantity/ Narrative Threshold	Receiving Authority	Reporting Deadline & Requirement	Act/Regulatory Reference
Hazardous Substance				
<p>Hazardous substance released into the environment above reportable quantity within any 24-hour period</p> <p>Does NOT include petroleum products (diesel, gasoline, or jet fuels) unless they are mixed with hazardous substances. See Oil.</p> <p>Environment includes any surface water, ground water, drinking water supply, land surface or subsurface strata, or ambient air. It does not include spills that are completely contained within a building.</p>	<p>CERCLA hazardous substances: chemicals and hazardous wastes appearing in Table 40 CFR 302.4 Unlisted hazardous substances: hazardous waste that exhibits any of the characteristics identified in 40 CFR 261.20 through 261.24 (ignitability, corrosivity, reactivity, toxicity)</p> <p>For mixtures, calculate the release of the individual constituents and compare against the RQ. If the formulation is not known, consider the entire volume and use the lowest RQ.</p>	<p>National Response Center (800) 424-8802</p> <p>Local Washington DC (202) 267-2675</p> <p>Facsimile number is (202) 267-1322</p>	<p>Immediately notify the NRC of the release</p>	<p>CERCLA / 40 CFR 302</p>
<p>CERCLA hazardous substances or EPCRA EHSs</p>	<p>Release of hazardous substances and EHSs above reportable quantities.</p> <p>EPCRA exempts from SERC and LEPC reporting releases that result in exposure to persons solely within the facility boundary.</p>	<p>National Response Center (800) 424-8802</p> <p>State Emergency Response Commission (SERC)</p> <p>Local Emergency Planning Commission (LEPC) OR if no LEPC, local emergency response personnel</p>	<p>Immediately notify:</p> <ul style="list-style-type: none"> ■ The SERC and the LEPC community emergency coordinator ■ Local emergency response personnel, if no LEPC <p>Report:</p> <ul style="list-style-type: none"> ■ Chemical name or substance and whether it is an extremely hazardous substance ■ Estimate of the quantity released ■ Time and duration of the release ■ Medium or media of release (surface water, ground water, drinking water supply, land surface or subsurface strata, or ambient air) ■ Health risks and medical attention necessary ■ Proper precautions, including evacuations ■ Names and phone numbers for contacts for further information 	<p>EPCRA / 40 CFR 355 Subpart C</p>

Regulated Material	Reportable Quantity/ Narrative Threshold	Receiving Authority	Reporting Deadline & Requirement	Act/Regulatory Reference
Hazardous Waste				
Spill of hazardous waste from a very small quantity generator (<220 pounds per month)	Fire, explosion, or other release that could threaten human health outside the facility or spill of hazardous waste has reached surface water	See Hazardous Substance	Immediately notify the NRC. Report: <ul style="list-style-type: none"> Generator's name, address, and EPA ID number Date, time, and type of incident (e.g., spill, fire) Quantity and type of hazardous waste involved Extent of injuries, if any Estimated quantity and disposition of recovered materials 	Not Required. See Hazardous Substance.
Spill of hazardous waste from a small quantity generator (SQG) (>220 pounds per month and <2,200 pounds per month)		National Response Center (800) 424-8802		RCRA / 40 CFR 262.16(b)(8)-(9)
Spill of hazardous waste from: large quantity generator (LQG) (>2,200 pounds per month), or RCRA permitted treatment, storage, disposal, and recycle facility (TSDRF)	Imminent or actual emergency situation Release, fire, or explosion that could threaten human health or the environment outside the facility	State and local agencies with designated response roles National Response Center (800) 424-8802	See Installation Response Plans Immediately notify the NRC Report: <ul style="list-style-type: none"> Name and phone number of reporter Name and address of the facility Time and type of incident (e.g., fire, release) Name and quantity of material(s) Extent of injuries, if any Possible hazards to human health and the environment outside the facility 	RCRA / 40 CFR 265.56 (a)(2) 40 CFR 264.56 (a)(2)
		EPA Regional Administrator or designated state hazardous waste agency	Within 15 days of the incident, submit a written report, including: <ul style="list-style-type: none"> Name, address, and telephone number of the owner or operator and facility Date, time and type of incident (e.g., fire, explosion) Name and quantity of material(s) involved Extent of injuries, if any Assessment of actual or potential hazards to human health or the environment, where applicable Estimated quantity and disposition of recovered material resulting from the incident 	RCRA / 40 CFR 261.420(f)

Regulated Material	Reportable Quantity/ Narrative Threshold	Receiving Authority	Reporting Deadline & Requirement	Act/Regulatory Reference
Release of hazardous waste from tank system or secondary confinement system at TSDRF	Reporting applies to leaks or spills of hazardous wastes, except: Less than or equal to 1 pound and immediately contained and cleaned up.	EPA Regional Administrator or designated state hazardous waste agency	Within 24 hours of detection Written report within 30 days <ul style="list-style-type: none"> ■ Likely route of migration of the release ■ Characteristics of surrounding soil ■ Results of monitoring or sampling ■ Proximity of downgradient drinking water, surface water, and population areas ■ Description of the response actions taken or planned 	RCRA / 40 CFR 264.196(d)(1) RCRA / 40 CFR 265.196 (d)
Regulated Substances				
Release of petroleum or hazardous substances from underground storage tanks (USTs) Includes only tanks >110 gallons. Does not include tanks containing hazardous waste, wastewater, or very small concentrations of hazardous substances.	Released regulated substances such as free product or vapors in soils, basements, sewer and utility lines, and nearby surface waters. Unusual operating conditions (e.g., dispensing equipment problems, loss of product, unexplained presence of water in the tank (unless non-leaking defective equipment is replaced). Detection monitoring indicates a release has occurred.	Implementing agency (EPA Regional Office or state environmental regulatory office with UST program jurisdiction)	Report within 24 hours (unless another time limit is specified by the state agency)	RCRA / 40 CFR 280, Subpart E
Oil				
Discharge of oil to navigable waters: "navigable waters" means water of the U.S. and includes lakes, rivers, streams (including intermittent streams), mudflats, sandflats, and wetlands and tributaries. There are exemptions, including releases permitted under an NPDES permit.	Any discharge of oil to navigable waters that: Violates applicable water quality standards, or causes a film or sheen on the water, discoloration of the surface of the water or adjoining shoreline, or causes a sludge or emulsion to be deposited beneath the surface of the water or adjoining shoreline.	National Response Center (800) 424-8802	Immediately notify the NRC If you can't report to the NRC, report to the following agencies. The report will be relayed promptly to the NRC. <ul style="list-style-type: none"> ■ USCG (coastal waters, the Great Lakes, ports and harbors, or the Mississippi River). ■ EPA (inland areas or inland waters) 	CWA / 40 CFR 110.3, 110.6 CERCLA f 40 CFR 300.300

Regulated Material	Reportable Quantity/ Narrative Threshold	Receiving Authority	Reporting Deadline & Requirement	Act/Regulatory Reference
<p>Facilities that store, distribute, use, or consume oil and oil products in:</p> <ul style="list-style-type: none"> Any aboveground container Completely buried tanks ("bunkered tank") or partially buried tank With oil storage capacities of: 42,000 gallons or less for completely buried storage or 1,320 gallons or more for total above ground storage 	<p>Discharge of 1,000 gallons or more of oil into navigable waters</p> <p>or</p> <p>Discharge of 42 gallons in each of two discharges within a 12-month period.</p>	<p>EPA Regional Administrator and a copy to the state agency or agencies in charge of oil pollution control</p>	<p>Submit the following information within 60 days:</p> <ul style="list-style-type: none"> ■ Names and location of the facility ■ Your name ■ Maximum storage or handling capacity and normal daily throughput ■ Corrective action and countermeasures you have taken, including a description of repairs and replacements ■ Description of the facility, including topographical and other maps and flow diagrams ■ The cause of the discharge, including failure analysis ■ Additional preventive measures taken or contemplated to minimize the possibility of recurrence ■ Other information required by the EPA 	<p>CWA / 40 CFR 112.4(a) and (c)</p>
<p>Petroleum products in cross-country pipelines (outside facility boundary)</p>	<p>Failure in pipeline system resulting in fire, explosion, release of 5 gallons or more, death, personal injury requiring hospitalization, or damage exceeding \$50,000.</p>	<p>National Response Center with written report (PHMSA Form F 7000-1) to DOT Office of Pipeline Safety</p>	<p>NRC notification immediately followed by written report within 30 days</p>	<p>49 CFR 195.50-54</p>

Appendix 2-5: Reportable Quantity Calculations

Introduction

Determining whether a release is reportable is often a complicated task. This appendix presents two examples, one for a liquid and one for a gas, showing reportable quantity (RQ) calculations and comparing the calculated result to the RQ set forth in 40 CFR 302. Based on the comparison, the notification requirements for each release into the environment are presented in the example.

Example 1-Spill of a Liquid

A 55-gallon drum of deicer turned over and all of its contents spilled onto the concrete while being unloaded from a transporter truck.

Information Needed

Below is a table with information needed and the assumptions for Example 1.

Source of Information Needed	Assumptions for Example ¹
Quantity of deicer released (estimate).	Approximately 55 gallons of deicer spilled onto the concrete.
Safety Data Sheet (SDS) to identify hazardous ingredients and weight percents of those ingredients contained in the deicer.	Ethylene glycol (CAS Registry Number 107-21-1) is the only hazardous ingredient listed in the SDS with a weight percent of 65.
SDS to determine specific gravity of deicer.	The specific gravity ¹ (SG) listed in the SDS for the deicer is 1.07.
Table 302.4 from 40 CFR 302.4 to determine RQ for each hazardous substance contained in the deicer.	Table 302.4 lists ethylene glycol with an RQ of 5,000 pounds.

¹The specific gravity is the ratio of the density of the material to the density of water, which is 8.34lb/gal.

Formula for Calculation

The following formula calculates the pounds of hazardous ingredients released:

Formula 1

$$\begin{array}{ccccccc} \text{SG of} & & \text{Density of} & & \text{Volume of} & & \text{Weight Fraction of} & & \text{Amount} \\ \text{Deicer} & \times & \text{Water} & \times & \text{Deicer released} & \times & \text{Ethylene Glycol} & = & \text{Released} \\ & & (\text{lb/gal}) & & (\text{gal}) & & (\text{in decimal}) & & (\text{lb}) \end{array}$$

Example 1

$$1.07 \times \frac{8.34 \text{ lb}}{\text{gal}} \times 55 \text{ gal} \times 0.65 = 319 \text{ lb}$$

Note: If the density of the material is provided on the SDS instead of the specific gravity, then the formula above becomes density of material, or 8.9 lb/gal in this case, times volume of deicer released times weight fraction of ethylene glycol. The answer is still 319 lb released.

Comparison to RQs and Notification Requirements

The RQ for ethylene glycol at 5,000 lb has not been exceeded by the 55-gallon release of deicer (319 lb of ethylene glycol) onto the concrete. Thus, notification to the National Response Center (NRC) is not required. Check with your state agency to determine if they have more stringent spill reporting requirements.

Example 2-Release of a Gas

A 1,000-liter cylinder of hydrazine was found leaking while being leak tested.

Information Needed

Below is a table with information needed and the assumption for Example 2.

Source of Information Needed	Assumptions for Example 1
Quantity of hydrazine released (estimate).	Approximately 500 liters of hydrazine leaked.
SDS to identify hazardous ingredients and weight percents of those ingredients contained in the hydrazine.	Hydrazine (CAS Registry Number 302-01-2) is the only hazardous ingredient listed in the SDS with a weight percent of 100.
SDS to determine molecular weight (MW) of hydrazine.	The MW listed in the SDS for the hydrazine is 32.05 g/mole.
Table 302.4 from 40 CFR 302.4 to determine RQ for each hazardous substance contained in the hydrazine.	Table 302.4 lists hydrazine with a RQ of 1 pound.

Formula for Calculation

The ideal gas law and the MW of hydrazine are used to calculate the pounds of hazardous ingredients released:

Formula 2

where:

$$PV = nRT \quad n = PV/RT$$

P = pressure (use 1 atm)

V = volume (use 500 L)

n = moles of gas (mol)

R = gas constant (use 0.082057 L*atm / mol*K)

T = temperature (use 273.15 K)

Example 2

$$n = \frac{(1\text{atm} * 500\text{L})}{\left(\left[\frac{0.082057\text{L} * \text{atm}}{\text{mol} * \text{K}}\right] * 273.15\text{K}\right)}$$
$$n = 22.31 \text{ mol}$$

Multiply by MW to get into grams (g) and then convert to pounds (lb), where 1 lb = 453.59237 g.

$$= 22.31\text{mol} \times \frac{32.05\text{g}}{\text{mol}} = 714.96\text{g}$$

$$= \frac{714.96\text{g} \times \text{lbs}}{453.59237\text{g}} = 1.58\text{lb}$$

Comparison to RQs and Notification Requirements

The RQ for hydrazine at 1 lb has been exceeded by the 500-liter release of hydrazine (1.58 lb of hydrazine). Thus, the NRC must be notified immediately (800) 424-8802) of the release, as well as other appropriate agencies.



Don't Forget...

If you do not see a hazardous substance specifically listed in 40 CFR 302.4, be sure to check by CAS Registry Numbers, as some substances have synonyms. For example, CAS Registry Number 7647-01-0 is listed as hydrochloric acid with a synonym of hydrogen chloride.



Don't Forget...

If more than one hazardous substance is contained in a product, use the substance with the lowest RQ to determine if notification is required.