

Attachment # 6: July 19, 1999 letter from J. E. Taylor, Research and Special Programs Administration to S. M. Conlan re: Review of OPL Facility Response Plan.

OPL
Bellingham, WA
June 10, 1999
DCA99-MP008



U.S. Department
of Transportation

Research and
Special Programs
Administration

400 Seventh Street, S.W.
Washington, D.C. 20590

July 19, 1999

Certified Mail # Z 480 250 735 - Return Receipt Requested

Ms. Sandra M. Conlan
Olympic Pipe Line Company
P.O. Box 1800
2319 Lind Avenue SW
Renton, WA 98057

Re: RSPA Sequence Numbers 0059 - 0065 Geographic Response Zones 1 - 7

Dear Ms. Conlan:

The Research and Special Programs Administration (RSPA) reviewed the above-referenced facility response plan (FRP) on file with RSPA as a result of Olympic Pipe Line Company's recent spill in Bellingham, Washington. RSPA's review findings are enclosed. This review reexamined the adequacy of your plan for spill response preparedness and implementation as required by RSPA's Interim Final Rule, 49 CFR Part 194, *Response Plans for Onshore Oil Pipelines*, dated January 5, 1993. Your plan is not minimally adequate in certain required response planning areas according to RSPA's current criteria for assessing adequacy in these areas.

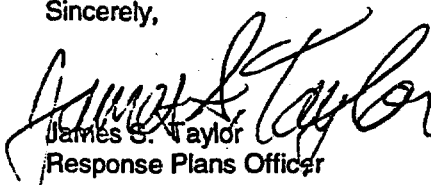
The enclosed findings are in our current standard format for reviewing plans. The checklist is a review instrument to confirm that the plan satisfactorily addresses each regulatory requirement. Items marked "No" are followed by specific instructions regarding how to revise the plan to bring it into compliance. Items marked "N/A" are elements that are not applicable to this particular plan.

Each standard has the regulatory citations which form the basis for the checklist item. RSPA hopes that providing our review findings in this format will help you respond to the deficiencies. RSPA will reassess the areas noted as inadequate in this plan review after you have corrected the deficiencies identified in the review findings. If you are going to provide your response to these findings as updated pages to the latest plan submission, please put it in a format suitable for insertion into our copy of the plan and indicate which pages are being replaced and/or added.

Within 90 days of receiving this letter, please send two copies of your plan revisions to my attention, Room 7128, at the DOT letterhead address. If 90 days is not enough time to comply, please provide a written request for an extension, specifying how much additional time will be required and the reason the extension is needed.

It is RSPA's objective to help you bring your plan into full regulatory compliance. If you have any questions regarding this matter, please telephone me at (202) 366-8860 or contact me by fax at (202) 366-4566. Thank you for your cooperation.

Sincerely,


James S. Taylor
Response Plans Officer

Enclosure

cc: U.S. EPA Region X
USCG MSO Puget Sound
USCG MSO Portland

OPL 1132158

**Checklist: Facility Response Plan
Review Protocols
Department of Transportation
Research and Special Programs Administration (RSPA)
Office of Pipeline Safety**

RSPA Sequence Number: 59- Geographic Response Zone 1, 60- Geographic Response Zone 2, 61- Geographic Response Zone 3, 62- Geographic Response Zone 4, 63- Geographic Response Zone 5, 64- Geographic Response Zone 6, 65- Geographic Response Zone 7.

Plan Version Date: August 1995 with revisions dated through November 1998.

Name of Operator: Olympic Pipe Line Company.

Contact Name: Ms. Sandra M. Conlan.

Contact Phone Number: (425)227-5209.

Completion Date: 19 July 1999.

Summary of Review Findings: The Research and Special Programs Administration (RSPA) has reviewed the Olympic Pipe Line Company Spill Response Plan for the above assigned RSPA response zone sequence numbers. The checklist following this summary is the product of this review.

There are specific planning aspects and provisions in the FRP that will require operator to satisfactorily address in the form of revisions to the plan before RSPA can consider the plan as minimally adequate to comply with 49 CFR 194. Required revisions to the plan must address the findings summarized below for your convenience. The completed review checklist follows this summary.

- **Plan Information Summary**- Does not list line sections in each response zone.
- **Notifications**- Notification provisions and requirements are not consistent or accurate throughout the notification sections of the plan; does not list the 24-hr telephone numbers for all OSROs with established responsibilities in plan.
- **Spill Detection And Mitigation Procedures**- Does not identify the maximum time to detect a spill and shutdown pipeline flow in adverse weather in all response zones.
- **Response Management**- Does not establish the specific roles and responsibilities for Equilon Western Region Oil Spill Response Team in operator's response management system.
- **Response Equipment And Transportation**- For contracted OSROs listed in plan, does not describe all the response equipment from non USCG-classified OSROs, the location of Texas Western Region Oil Spill Response Team's response equipment, and procedures to ensure that all identified non USCG-classified OSROs provide maintained and tested response equipment.

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- **Response Documentation And Worst Case Discharge-** Does not show sufficient information in plan for RSPA to validate accuracy of the worst case discharge volumes for each response zone.
- **Response Plan Maintenance-** Plan review and update procedures do not require operator to review plan every five years from date of latest plan approval and to submit plan to RSPA for review and approval.
- **ACP Consistency And Concept Of Operations-** Not adequate in these areas since the plan is not minimally adequate for addressing various review protocol questions summarized in preceding paragraphs (review protocols in question are identified in the following checklist, specifically in Review Protocol No. 16).

**Checklist: FRP Review Protocol No. 1
Plan Certifications
For Sequence Numbers: 59-65**

1.1 Does the FRP contain a statement certifying that the operator has reviewed the current National Contingency Plan (NCP) and each applicable Area Contingency Plan (ACP) and that the FRP is consistent with them? (49 CFR 194.107(c)) (Yes/No/NA): Yes.

Page Ref.: p. 1-11, Section 1.9, Vol 1.

1.2 Does the FRP identify each applicable ACP? (49 CFR 194.107(c)) (Yes/No/NA): Yes.

Page Ref.: p.1-13, Section 1.9, Vol 1.

Applicable ACP(s): Northwest Area Contingency Plan.

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**Checklist: FRP Review Protocol No. 2
Plan Information Summary
For Sequence Numbers: 59-65**

2.1 Is there a Plan Information Summary with the following information (49 CFR 194.107(d)(1)(i) and 49 CFR 194.113(a)):

- Name of Operator? (Yes/No/NA): Yes.
- Street Address of Operator? (Yes/No/NA): Yes.
- City, State, Zip Code? (Yes/No/NA): Yes.
- A list of response zones that meet the criteria for significant and substantial harm (49 CFR 194.113(a)(2)) and a list of response zones in which a worst case discharge could cause substantial harm? (49 CFR 194.113(b)(3)) (Yes/No/NA): Yes.
- The basis for the operator's determination that the response zone meets the criteria for significant and substantial harm and a statement that a worse case discharge in the response zone can be expected to cause significant and substantial harm for each such response zone? (49 CFR 194.113(b)(5)) (Yes/No/NA): Yes.
- Description of each response zone, including the county(s) and state(s) (49 CFR 194.113(a)(2)) and is each response zone designation appropriate? (49 CFR 194.5) (Yes/No/NA): Yes.
- Name and/or title and the telephone number of the Qualified Individual available on a 24-hour basis in each response zone? (Yes/No/NA): Yes.
- Name and/or title and telephone number of the Alternate Qualified Individual available on a 24-hour basis in each response zone? (Yes/No/NA): Yes.
- List of line sections in each response zone identified by milepost, survey station number, or other operator designation? (49 CFR 194.113(b)(4)) (Yes/No/NA): No.
- If any response zone contains multiple pipeline systems, are they all described and if multiple oils transported, are they listed? (49 CFR 194.113(b)(4)) (Yes/No/NA): Yes.
- The type of oil and the volume of the worst case discharge in each response zone? (49 CFR 194.113(b)(6)) (Yes/No/NA): Yes.

Page Ref.: Submittal Agreement and Sections 1.0 and 2.0, Vol 1.

Comment: Referenced plan sections, particularly the Submittal Agreement, contain the required response planning information except the list of line sections in each response zone. Plan

establishes 7 response zones and shows the counties in each response zone. Although the summary information has descriptions of the pipeline facilities, it does not specifically identify the line sections in each zone based on the definition of a line section in 49 CFR 194.5.

Recommendation: List the line sections in each response zone in the plan's information summary based on the definition of a line section in 49 CFR 194.5.

Checklist: FRP Review Protocol No. 3
Notifications
For Sequence Numbers: 59-65

3.1 Do notification procedures identify a person, position, or facility responsible for initiating immediate notification? (49 CFR 194.107(d)(1)(ii)) (Yes/No/NA): Yes.

Page Ref.: p. 4-1 to 4-3, Section 4.0, Vol 1.

3.2 Do notification procedures indicate that the person, position, or facility is capable of initiating notification on a 24-hour basis? (49 CFR 194.107(d)(1)(ii) and 49 CFR 194, Appendix A, Section 2)) (Yes/No/NA): Yes.

Page Ref.: Section 3 and p. 4-1 to 4-3, Section 4.0, Vol 1.

3.3 Does the FRP contain appropriate notification procedures? (49 CFR 194.107(d)(1)(ii) and 49 CFR 194, Appendix A, Section 2(b)) (Yes/No/NA): No.

Page Ref.: Sections 2 and 3, Field Document; Sections 4, 5 and 6, Vol 1; p. 7-3 and p. 13-14, Vol 2.

Comment: Plan has multiple sections containing notification procedures. The procedures in the various sections overlap, are often repetitive and some of the notification information and provisions are confusing or appear to be inconsistent between sections. For example, Section 5 requires notification of the oil spill cooperatives listed in the plan (Clean Sound and Clean Rivers) if needed as the primary OSROs in a response. However, Section 6 (p. 6-6) establishes that operator will activate Texas Western Region Oil Spill Response Team and the Worldwide Response Support Network if needed through a contract between the operator and these OSROs. Yet, the information summary in the Submittal Agreement does not identify these organizations as OSROs available to the operator by contract.

According to Section 7.3 in Vol 2, the operator response team's organization depends on the magnitude and scope of the spill operation. If needed, operator can activate Equilon Western Region Oil Spill Response Team to fill specific positions within the operator's spill response team. The section further states that the operator can activate the Equilon Western Region Oil Spill Response Team under the terms of a contract between operator and Equilon Pipe Line Company. The information summary in the Submittal Agreement also does not identify Equilon Western Region Oil Spill Response Team as an OSRO available to the operator by contract.

Note that various sections of the plan, including the notification sections, contain information for Reidel Environmental Services as another potential OSRO for the operator. RSPA believes that Reidel Environmental Services is no longer an OSRO.

OPL 1132164

Recommendation: Revise plan sections establishing notification procedures and provisions to ensure that notification information and requirements are consistent and accurate throughout plan.

3.4 Do the FRP notification procedures include the following telephone numbers and do they indicate that the following required contacts can be reached on a 24-hour basis? (49 CFR 194.107(d)(1)(ii) and 49 CFR 194, Appendix A, Section 5):

- Qualified Individual? (Yes/No/NA): Yes.
- Oil Spill Response Organization(s)? (Yes/No/NA): No.
- Is the National Response Center number correctly listed as 1-800-424-8802 and/or 202-267-2675 in the plan? (Yes/No/NA): Yes.
- Company personnel (spill management team)? (Yes/No/NA): Yes.

Page Ref.: Section 3.0, Field Document and Section 5.0, Vol 1.

Comment: Not all OSRO telephone numbers in referenced sections of plan are listed as 24-hr telephone numbers.

Recommendation: Specify the 24-hr notification telephone numbers for all contracted OSROs identified in the plan.

3.5 Does the notification section include the following information (49 CFR 194.107(d)(1)(ii)):

- Name of pipeline operator? (Yes/No/NA): Yes.
- Time of discharge? (Yes/No/NA): Yes.
- Location of discharge? (Yes/No/NA): Yes.
- Name of oil involved? (Yes/No/NA): Yes.

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- Reason for discharge? (Yes/No/NA): Yes.

- Estimated volume of oil discharged? (Yes/No/NA): Yes.

- Weather conditions on scene? (Yes/No/NA): Yes.

Page Ref.: Section 3, Field Document and p. 5-1 to 5-4, Section 4.0, Vol 1.

3.6 Does the FRP identify the operator's Oil Spill Response Organization(s)? (49 CFR 194.107(d)(1)(v); 49 CFR 194.115; and 49 CFR 194, Appendix A, Section 9(e)(2)):

- Name(s)? (Yes/No/NA): Yes.

- Address(es)? (Yes/No/NA): Yes.

- Telephone Number(s)? (Yes/No/NA): Yes.

Page Ref.: Section 3, Field Document and Submittal Agreement, Vol 1.

OPL 1132166

Checklist: FRP Review Protocol No. 4
Substantial Threat of Worst Case Discharge
Spill Detection and Mitigation Procedures
For Sequence Numbers: 59-65

4.1 Does the FRP contain procedures to identify and mitigate or prevent a substantial threat of a worst case discharge? (49 CFR 194.115(a)) (Yes/No/NA): Yes.

Page Ref.: p. 1-2 to 1-5, Field Document; p. 3-2 to 3-5 and p. 6-2 to 6-3, Vol 1.

4.2 Does the FRP identify personnel, equipment and procedures for detecting leaks and spills and locating spills throughout the response zone? (49 CFR 194.107(d)(1)(iii) and 49 CFR 194, Appendix A, Section 3(a)) (Yes/No/NA): Yes.

Page Ref.: Section 3.0, Vol 1.

4.3 Does the FRP identify the maximum time to detect spill and shutdown flow in affected pipeline in adverse weather? (49 CFR 194.105(b)(1)) (Yes/No/NA): No.

Page Ref.: Sections 3 and 6, Vol 1 and Appendix A, Spill Response Plan Appendices.

Comment: On p. 6-4, plan states that the maximum time to detect spill and shutdown flow in pipeline depends on measures the operator's control center takes and the location of the spill. However, the plan does not identify for each zone the maximum time expected to detect and shutdown in adverse weather. In the worst case discharge derivations in Appendix A, plan states that the derivations use the pipeline's maximum release time and the maximum shutdown time. However, Appendix A does not show these times.

Recommendation: Identify the maximum time to detect a spill and shutdown flow in the affected pipeline in adverse weather in each response zone.

4.4 Does the FRP identify procedures to mitigate spills appropriate for the response zone and consistent with applicable ACP(s)? (49 CFR 194.107(d)(1)(v) and 49 CFR 194, Appendix A, Section 9(e)) (Yes/No/NA): Yes.

Page Ref.: Section 4.0, Field Document and Section 6.0, Vol 1.

OPL 1132167

Checklist: FRP Review Protocol No. 5

Spill Containment

For Sequence Numbers: 59-65

5.1 Does the FRP identify spill containment strategies appropriate for the response zone and consistent with applicable ACP(s)? (49 CFR 194.107(d)(1)(v) and 49 CFR 194, Appendix A, Section 9(e)) (Yes/No/NA): Yes.

Page Ref.: Sections 4-9 to 4-12, Field Document; Appendix E Sections E.2, E.9 and E.13, Spill Response Plan Appendices; each Geographic Response Plan.

5.2 Can planned spill containment activities be accomplished within the appropriate tier times? (49 CFR 194.115(b)) (Yes/No/NA): Yes.

Page ref.: Section 13, Vol 2.

5.3 Are containment equipment capacities described in sufficient detail and does the FRP identify sufficient spill containment equipment to respond to a worst case discharge to the maximum extent practicable? (49 CFR 194.115(b)) (Yes/No/NA): Yes.

Page Ref.: Section 13, Vol 2.

Comment: Operator has contracts with Clean Sound Cooperative, Inc., a USCG-classified OSRO (levels B to E for inland area- Portland, OR; level A for river area and levels A to E for inland area - Puget Sound) and Clean Rivers Cooperative, Inc., another USCG-classified OSRO (levels A to E for river and inland areas - Portland, OR).

OPL 1132168

Checklist: FRP Review Protocol No. 6

Spill Recovery

For Sequence Numbers: 59-65

6.1 Does the FRP identify the spill recovery strategies appropriate for the response zone and consistent with applicable ACP(s)? (49 CFR 194.107(d)(1)(v) and 49 CFR 194, Appendix A, Section 9(e)) (Yes/No/NA): Yes.

Page Ref.: Section 4-13, Field Document; Appendix E Sections E.3, E.9 and E.13, Spill Response Plan Appendices; each Geographic Response Plan.

6.2 Can planned spill recovery activities be accomplished within the appropriate tier times? (49 CFR 194.115(b)) (Yes/No/NA): Yes.

Page Ref.: Section 13, Vol 2.

6.3 Are recovery equipment capacities described in sufficient detail and does the FRP identify sufficient spill recovery equipment to respond to a worst case discharge to the maximum extent practicable? (49 CFR 194.115(a)) (Yes/No/NA): Yes.

Page Ref.: Section 13, Vol 2.

OPL 1132169

Checklist: FRP Review Protocol No. 7

Disposal

For Sequence Numbers: 59-65

7.1 Does the FRP identify disposal procedures, including temporary storage equipment for recovered oil appropriate for the response zone and consistent with applicable ACP(s)? (49 CFR 194.107(d)(1)(v) and 49 CFR 194, Appendix A, Section 9(e)) (Yes/No/NA): Yes.

Page Ref.: Section 8.0, Vol 2 and Appendix E Sections E.7 and E.8.

7.2 Can planned temporary storage and waste disposal activities be accomplished within the appropriate tier times? (49 CFR 194.115(b)) (Yes/No/NA): Yes.

Page Ref.: Sections 8.0 and 13.0, Vol 2.

7.3 Does the FRP identify sufficient temporary storage capabilities to respond to a worst case discharge to the maximum extent practicable? (49 CFR 194.115(a)) (Yes/No/NA): Yes.

Page Ref.: Section 8.0, Vol 2.

OPL 1132170

Checklist: FRP Review Protocol No. 8

Sensitive Area Protection

For Sequence Numbers: 59-65

8.1 Does the FRP identify the protection strategies appropriate for the response zone and consistent with applicable ACP(s)? (49 CFR 194.107(d)(1)(v) and 49 CFR 194, Appendix A, Section 9(e)) (Yes/No/NA): Yes.

Page Ref.: Appendix E Sections E.2, E.9 and E.13 and each Geographic Response Plan.

8.2 Can planned protection activities be accomplished within the appropriate tier times? (49 CFR 194.115(b)) (Yes/No/NA): Yes.

Page Ref.: Section 13, Vol 2.

OPL 1132171

Checklist: FRP Review Protocol No. 9

Response Management

For Sequence Numbers: 59-65

9.1 Is the response management system described in the FRP an ICS-based system? (49 CFR 194.107(d)(1)(v); 49 CFR 194.117(c), 49 CFR 194, Appendix A, Section 4(c); 49 CFR 194, Appendix A, Section 9(k)(2); and 29 CFR 1910.120) (Yes/No/NA): Yes.

Page Ref.: Section 7, Vol 2 and Appendix H, Spill Response Plan Appendices.

9.2 Does the operator's response organization include a description of roles and responsibilities for (49 CFR 194.107(d)(1)(v) and 49 CFR 194, Appendix A, Section 4(a) and (b)):

- **Qualified Individual? (Yes/No/NA): Yes.**

- **Other operator response personnel including personnel on the spill management team? (Yes/No/NA): Yes.**

- **Contracted Oil Spill Response Organization(s)? (Yes/No/NA): No.**

Page Ref.: Sections 7 and 13, Vol 2 and Appendix H, Spill Response Plan Appendices.

Comment: Section 7.5 establishes that operator IC can request support from the Equilon Western Region Oil Spill Response Team. The section also states that the Equilon Western Region Oil Spill Response Team will provide requested support and may assume overall management of response activities at some point. Section 7.5 also lists general responsibilities for the OSRO. It is not clear as to what the specific roles and responsibilities are for Equilon Western Region Oil Spill Response Team in the operator's response plan, in particular, the operator's response management team.

Recommendation: Establish the specific roles and responsibilities for Equilon Western Region Oil Spill Response Team in Olympic Pipe Line Company's response management system.

OPL 1132172

9.3 Does the operator's response organization include a description of the organizational interfaces with external parties in a Unified Command (49CFR 194.107(d)(1)(v) and 49 CFR 194, Appendix A, Section 4(c)):

- Oil Spill Response Organization(s)? (Yes/No/NA): Yes.

- State and local responders? (Yes/No/NA): Yes.

- Federal On-Scene Coordinator? (Yes/No/NA): Yes.

Page Ref.: Section 7.0, Vol 2, and Appendix E Section E.11 and Appendix H, Spill Response Plan Appendices.

OPL 1132173

Checklist: FRP Review Protocol No. 10
Communications, Response Equipment and Transportation
For Sequence Numbers: 59-65

10.1 Does the FRP describe appropriate communication procedures and system adequate for notifications and response operations? (49 CFR 194.107(d)(1)(ii) and (d)(1)(v)) (Yes/No/NA): Yes.

Page Ref.: Section 11.0, Vol 2.

10.2 Does the FRP identify response equipment that is operator-owned and maintained? (49 CFR 194.115(a)) (Yes/No/NA): Yes.

Page Ref.: p. 13-21 to 13-70, Section 13.0, Vol 2.

10.3 Does the FRP describe procedures for maintaining response equipment owned by operator? (49 CFR 194.107(d)(1)(viii)) (Yes/No/NA): Yes.

Page Ref.: p. 13-71, Section 13, Vol 2.

10.4 Does the FRP identify response equipment that will be provided by Oil Spill Response Organization(s) that is not USCG-classified? (49 CFR 194.115(a)) (Yes/No/NA): No.

Page Ref.: p. 5, Submittal Agreement, Vol 1 and Section 13.0, Vol 2.

Comment: In addition to the two USCG-classified OSROs (Clean Rivers and Clean Sound Cooperatives), operator also has contracts with Cowlitz Clean Sweep and Olympus Environmental. Cowlitz Clean Sweep and Olympus Environmental are not currently USCG-classified OSROs. Figure 13.16 in Section 13.0 summarizes the spill recovery equipment and their derated recovery rates available from the operator and the contractor OSROs. Section 13.0 also has listings of the operator's spill containment and recovery equipment, including the required information on lengths, types and derated recovery rates, and their storage locations. Plan also contains lists of equipment available from Cowlitz Clean Sweep and Olympus Environmental. However, the lists do not show the derated recovery rates for all identified recovery equipment on these lists.

OPL 1132174

As noted before (see discussion for Review Protocol Question 3.3), plan establishes that the operator has contracted with Texas Western Region Oil Spill Response Team and the Worldwide Response Support Network for spill response support. However, plan does not identify or describe the response equipment available from this organization or organizations.

RSPA requires operators who contracts with or have other approved means to obtain sufficient response resources from OSROs who are not USCG-classified OSROs to describe such OSROs' response equipment in their response plans. This is necessary to allow RSPA to assess and confirm if response resources are sufficient to respond to worst case discharges identified in response plans. It also allows the operators to establish and confirm this planning requirement in written form. Note that it is not necessary to identify specific response equipment owned and operated by USCG-classified OSROs since RSPA relies on the USCG classification system to assess adequacy of response resources and capability of classified OSROs.

Recommendation: Describe all response equipment, along with their types, quantities, lengths, derated recovery capacities, and storage volumes as required, from all OSROs, other than USCG-classified OSROs, with formally established responsibilities in the plan.

10.5 Does the FRP describe procedures for maintaining response equipment owned by Oil Spill Response Organization(s) that is not USCG-classified? (49 CFR 194.107(d)(1)(viii))
(Yes/No/NA): No.

Page Ref.: p. 13-71, Section 13.0, Vol 2.

Comment: Plan establishes responsibility and procedures for maintaining and testing the operator's spill response equipment. However, plan does not establish provisions to ensure that all contracted non USCG-classified OSROs provide maintained and tested response equipment. RSPA requires operators who contract with OSROs without USCG classifications for spill response to describe the OSROs' procedures for maintaining their response equipment or establish procedures to ensure that the OSROs furnish or use properly maintained response equipment. For USCG-classified OSROs, RSPA does not require operators to list or describe classified OSROs' response equipment and their equipment maintenance procedures since RSPA relies on the USCG classification system to assess the adequacy of the OSROs' response capabilities.

Recommendation: Describe the response equipment maintenance procedures of OSROs without USCG classifications or establish procedures to ensure that these OSROs furnish or use properly maintained response equipment.

OPL 1132175

10.6 Does the FRP identify the location of both operator-owned and Oil Spill Response Organization-owned response equipment? (49 CFR 194.115(b)) (Yes/No/NA): No.

Page Ref.: Section 13.0, Vol 2.

Comment: Plan does not identify or describe the locations of response equipment from Texas Western Region Oil Spill Response Team and the Worldwide Response Support Network.

Recommendation: Identify the locations of the response equipment to be provided by Texas Western Region Oil Spill Response Team and the Worldwide Response Support Network.

10.7 Does the FRP describe mobilization and deployment of response equipment within the appropriate tier times consistent with the plan's response activities? (49 CFR 194.107(d)(1)(v)) (Yes/No/NA): Yes.

Page Ref.: Section 13.0, Vol 2.

10.8 Does the size of the response zone permit planned response activities to be accomplished, including equipment mobilization and deployment, within the appropriate tier times? (49 CFR 194.115(b)) (Yes/No/NA): Yes.

Page Ref.: Vol 1 and Vol 2.

OPL 1132176

Checklist: FRP Review Protocol No. 11
Response Personnel and Mobilization
For Sequence Numbers: 59-65

11.1 Does the FRP identify sufficient numbers of trained personnel to conduct the response to the WCD consistent with the plan's response activities? (49 CFR 194.107(d)(1)(v); 49 CFR 194.115; 49 CFR 194.117(a)(1)(i) and (c) and 49 CFR 194, Appendix A, Section 9(e)(2)) (Yes/No/NA): Yes.

Page Ref.: Section 3.5, Field Document and Section 13.0, Vol 2.

11.2 Does the FRP describe procedures for mobilizing and deploying response personnel throughout the response zone consistent with the plan's response activities? (49 CFR 194.107(d)(1)(v)) (Yes/No/NA): Yes.

Page Ref.: Section 7.0, Vol 2. and Appendix B, Spill Response Plan Appendices.

OPL 1132177

Checklist: FRP Review Protocol No. 12
Response Documentation and Worst Case Discharge
For Sequence Numbers: 59-65

12.1 Does the operator describe procedures to be used by the response management organization to document response decisions, activities and costs? (49 CFR 194.107(d)(1)(v)) (Yes/No/NA):
Yes.

Page Ref.: Appendix E Section E.12 and Appendix H, Spill Response Plan Appendices.

12.2 Does the FRP provide the calculations and methodology used for determining the worst case discharge for the response zone? (49 CFR 194.105(a)) (Yes/No/NA): Yes.

Page Ref.: Appendix A, Spill Response Plan Appendices.

12.3 Is the worst case discharge volume calculated using the three specified methods as applicable in the Interim Final Rule and are the derivations accurate and as prescribed? (49 CFR 194.105(b)) (Yes/No/NA): No.

Page Ref.: Appendix A, Spill Response Plan Appendices.

Comment: Description of the operator's worst case discharge derivation method is consistent with the procedures established in 49 CFR 194.105. However, RSPA cannot confirm the accuracy of the worst case discharge derivation volumes since the plan only shows the volumes and does not identify the maximum release and shutdown times (see Review Protocol Question 4.3) nor the line sections in each response zone (see Review Protocol Question 2.1). This information, in addition to the maximum flow rates in the line sections, are necessary to allow RSPA to validate the accuracy of the worst case discharge volumes. If operator reduces the worst case discharge volume because of design and topographic considerations, the plan must also contain sufficient supporting information for RSPA to assess the reduction taken.

Recommendation: Show the required information used to derive the worst case discharge volumes for each response zone.

OPL 1132178

Checklist: FRP Review Protocol No. 13

Training: Program and Procedures

For Sequence Numbers: 59-65

13.1 Does the FRP describe a training program that provides training for response personnel including their responsibilities under the plan? (49 CFR 194.117(a)(1)(i)) (Yes/No/NA): Yes.

Page Ref.: Section 15, Vol 2.

13.2 Does the FRP describe a training program that provides training for response personnel including (49 CFR 194.117(a)(3)):

- **Characteristics and hazards of oil? (Yes/No/NA): Yes.**

- **Conditions that are likely to worsen emergencies, including the consequences of facility malfunctions or failures and appropriate corrective actions? (Yes/No/NA): Yes.**

- **Steps necessary to control an accidental discharge of oil? (Yes/No/NA): Yes.**

- **Steps necessary to minimize the potential for fire, explosion, or environmental damage? (Yes/No/NA): Yes.**

- **Proper firefighting procedures and use of personal protective equipment? (Yes/No/NA): Yes.**

Page Ref.: p. 15-2 to 15-7, Section 15, Vol 2.

13.3 Does the FRP describe a response training program that addresses the appropriate levels of training and the requirements specified in OSHA 29 CFR 1910.120? (49 CFR 194.117(c), 40 CFR 300.150(b)) (Yes/No/NA): Yes.

Page Ref.: p. 15-3 to 15-18, Section 15.0, Vol 2.

OPL 1132179

13.4 Does the FRP describe the operator's procedures for maintenance of response training records for response personnel? (49 CFR 194.117(b)) (Yes/No/NA): Yes.

Page Ref.: Section 15.5, Vol 2.

Checklist: FRP Review Protocol No. 14

Spill Response Drill Program

For Sequence Numbers: 59-65

14.1 Does the FRP describe procedures for conducting internal and external drills that include (49 CFR 194.107(d)(1)(ix) and 49 CFR 194, Appendix A, Section 7; also National Preparedness for Response Exercise Program (PREP)):

- Responsibility for planning, carrying out and monitoring drills? (Yes/No/NA): Yes.
- Announced drills? (Yes/No/NA): Yes.
- At least one unannounced internal drill? (Yes/No/NA): Yes.
- Quarterly Qualified Individual notifications drills? (Yes/No/NA): Yes.
- Annual spill management team tabletop drills? (Yes/No/NA): Yes.
- Annual Oil Spill Response Organization(s) equipment deployment drills of representative types of key equipment identified in the FRP? (Yes/No/NA): Yes.
- At least one drill that tests the entire response plan for each response zone at least every three years? (Yes/No/NA): Yes.

Page Ref.: Section 16.0, Vol 2.

14.2 Does the FRP describe a 3-year drill and exercise cycle and the frequencies for each type drill in that cycle? (49 CFR 194.107(d)(1)(ix) and 49 CFR 194, Appendix A, Section 7(b)) (Yes/No/NA): Yes.

Page Ref.: Section 16.0, Vol 2.

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14.3 Does the FRP describe procedures for maintaining drill documentation for 3 years and ensuring the availability of such records to RSPA? (49 CFR 194, Appendix A, Section 7; also PREP) (Yes/No/NA): Yes.

Page Ref.: Section 16.0, Vol 2.

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Checklist: FRP Review Protocol No. 15

Response Plan Maintenance

For Sequence Numbers: 59-65

15.1 Does the FRP describe the requirements and procedures that the operator will review the FRP at least once every 5 years after the last plan approval date by RSPA, modify the FRP to address new or different operating conditions or information in the response plan and submit the plan for RSPA's review/approval? (49 CFR 194.107(d)(1)(x) and 49 CFR 194.121(a)) (Yes/No/NA): No.

Page Ref.: p. 1-8, Section 1.6, Vol 1.

Comment: Plan review and update procedures require operator personnel to review plan at least every three years. Procedures do not require operator to update and resubmit plan to RSPA for review and approval every 5 years from the plan's last approval date. RSPA changed the requirement to review and resubmit response plans to RSPA in the Federal Register (67292) Vol. 62, No. 247, dated Wednesday, December 24, 1997. Operators are now required to review and resubmit their response plans to RSPA every five years from the last approval dates of their plans designated as significant and substantial harm plans.

Recommendation: Revise the plan with the change to review entire response plan every five years and to resubmit plan to RSPA for approval before five years from the last plan approval date.

15.2 Does the FRP identify key factors that may cause revisions to the response plan and require the operator to submit revisions to RSPA within 30 days of making the revisions for factors such as (49 CFR 194.121(b)):

- New pipeline construction or purchase? (Yes/No/NA): Yes.
- Different worst case discharge volume? (Yes/No/NA): Yes.
- Change in commodities transported? (Yes/No/NA): Yes.
- Change in Oil Spill Response Organization(s)? (Yes/No/NA): Yes.

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- Change in Qualified Individual(s)? (Yes/No/NA): Yes.

- Change in a NCP/ACP that has a significant impact on the appropriateness of response equipment or response strategies? (Yes/No/NA): Yes.

- Change in response procedures? (Yes/No/NA): Yes.

- Change in ownership? (Yes/No/NA): Yes.

Page Ref.: p. 1-8, Section 1.6, Vol 1.

15.3 Does the FRP describe procedures for incorporating improvements identified in the following (49 CFR 194.121(b)(8)):

- Post-drill evaluation results? (Yes/No/NA): Yes.

- Post-incident evaluation results? (Yes/No/NA): Yes.

Page Ref.: p. 1-8, Section 1.6, Vol 1 and Section 17.1, Vol 2.

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Checklist: FRP Review Protocol No. 16
NCP/ACP Consistency and Concept of Operations
For Sequence Numbers: 59-65

16.1 Is the plan consistent with the NCP in effect at the time of submission? (49 CFR 194.107(c)) (Yes/No): Yes.

Page Ref.: Entire Plan.

16.2 Is the plan consistent with the ACP(s) in effect for each response zone at the time of submission? (49 CFR 194.107(c)) (Yes/No): No.

Page Ref.:

Comment: RSPA assesses various protocol questions in the preceding sections of this checklist that deal with the following areas in the plan to determine if the plan is consistent with the applicable ACP: immediate notification of the NRC; procedures to mitigate or prevent a substantial threat of a worst case discharge; incident command system and integration with the Unified Command and response safety and health as established by 29 CFR 1910.120; response priorities and response to remove a worst case discharge, including response waste disposal; protection of environmentally sensitive areas; and procedures for obtaining expedited decision for using dispersants and other chemicals.

To be consistent with the applicable ACP(s), all operator response plans must address the following as established in the ACP:

- Removal of a worst case discharge and the mitigation or prevention of a substantial threat of a worst case discharge.
- Areas of special economic or environmental importance.
- Responsibilities of operator and of federal, state and local agencies in removing a discharge and in mitigating or preventing a substantial threat of a discharge.
- Procedures for obtaining expedited decision for using dispersants and other chemicals on oil spills.

The plan is not minimally adequate to address Review Protocol Question 9.2.

Recommendation: See recommendation for Review Protocol Question 9.2.

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16.3 Is the plan's concept of operations minimally adequate to carry out a response to the WCD under 49 CFR 194? (Yes/No): No.

Page Ref.:

Comment: RSPA assessed the plan's concept of operations as not minimally adequate because there are specific areas in the concept of operations that are not minimally adequate as described throughout the preceding sections of this checklist. After operator satisfactorily revises the plan to address these specific protocol questions (Review Protocol Questions 3.3, 3.4 and 10.4 to 10.6), RSPA will assess the the plan's concept of operations as minimally adequate.

Recommendation: See recommendations for Review Protocol Questions 3.3, 3.4 and 10.4 to 10.6.

OPL 1132186



U.S. Department
of Transportation

Research and
Special Programs
Administration

400 Seventh Street, S.W.
Washington, D.C. 20590

February 24, 2000

Certified Mail – Z 480 249 510- Return Receipt Requested

Ms. Sandra M. Conlan
Olympic Pipe Line Company
P.O. Box 1800
2319 Lind Avenue SW
Renton, WA 98057

Re: RSPA Sequence Numbers 0059 - 0065 Geographic Response Zones 1 - 7

Dear Ms. Conlan,

The Research and Special Programs Administration (RSPA) has received your 25 January 2000 revisions of your Facility response plan (FRP) for the above-referenced response zone. We are now reviewing the Facility Response Plan to determine that it fully satisfies the planning standards established by 49 CFR Part 194, *Response Plans for Onshore Oil Pipelines*.

Once the review is complete, you will be notified of any deficiencies that need correction to bring the plan into full compliance. In all plan-related correspondence, please refer to the "RSPA Tracking Numbers" listed above.

According to 49 CFR 194.119, an operator is required to submit two copies of their response plan and subsequent revisions to RSPA. Our records indicate receipt of only one copy of the 25 January 2000 revisions. Please forward a second set of these revisions to my attention, Room 7128, at the DOT letterhead address.

If you have any questions regarding this matter, please telephone me at (202) 366-8860 or contact me by fax at (202) 366-4566. Thank you for your cooperation.

Sincerely,


James S. Taylor
Response Plans Officer

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