GW - 204

PERMITS, RENEWALS, & MODS Application

NEW MEXICO ENERGY, MINERALS and NATURAL RESOURCES DEPARTMENT

BILL RICHARDSON
Governor
Joanna Prukop
Cabinet Secretary

September 1, 2005

Mark E. Fesmire, P.E.
Director
Oil Conservation Division

Mr. Roy Young
Baker Hughes Petrolite
10520 West I-20 East
Odessa, Texas 79765

RE: Discharge Permit Renewal GW-204
Baker Hughes Petrolite
Artesia Facility
Eddy County, New Mexico

Dear Mr. Young:

The ground water discharge permit renewal application GW-204 for the Baker Hughes Petrolite Artesia Facility located in the SE/4 of Section 33, Township 16 South, Range 26 East, Eddy County, New Mexico, **is hereby approved** under the conditions contained in the enclosed attachment. Enclosed are two copies of the conditions of approval. **Please sign and return one copy to the New Mexico Oil Conservation Division (OCD) Santa Fe Office within 30 days of receipt of this letter.**

The original discharge permit application was submitted on May 30, 1995 and approved August 29, 1995. The discharge permit renewal application, dated April 21, 2005, submitted pursuant to 20 NMAC 3106 of the New Mexico Water Quality Control Commission (WQCC) Regulations also includes all earlier applications and all conditions later placed on those approvals. The discharge permit is approved pursuant to 20 NMAC 3109.A. and 3109.C. Please note 20 NMAC 3109.E. and 20 NMAC 3109.F, provides for possible future amendment of the permit. Please be advised that approval of this plan does not relieve Baker Hughes Petrolite of liability should operations result in pollution of surface water, ground water, or the environment.

Please be advised that all exposed pits, including lined pits and open tanks (tanks exceeding 16 feet in diameter), shall be screened, netted, or otherwise rendered nonhazardous to wildlife including migratory birds.

Please note that 20 NMAC 3104 of the regulations provides: "When a permit has been approved, discharges must be consistent with the terms and conditions of the permit." Pursuant to 20 NMAC 3107.C., Baker Hughes Petrolite is required to notify the Director of any facility expansion, production increase, or process modification that would result in any change in the discharge of water quality or volume.

Pursuant to 20 NMAC 3109.G.4., this renewal permit is for a period of five years. This renewal will expire on **August 29, 2010**, and Baker Hughes Petrolite should submit an application in ample time before this date. Note that under 20 NMAC 3106.F. of the regulations, if a discharger submits a discharge permit renewal application at least 120 days before the discharge permit expires and is in compliance with the approved permit then the existing discharge permit will not expire until the application for renewal has been approved or disapproved. It should be noted that all discharge permit facilities will be required to submit the results of an underground drainage testing program as a requirement for discharge permit .

The discharge permit renewal application for the Baker Hughes Petrolite Artesia Facility is subject to WQCC Regulation 3114. Every billable facility submitting a discharge permit application will be assessed a fee equal to the filing fee of $100.00. There is a renewal flat fee assessed for oil field service company facilities equal to $1,700.00. The OCD has received the filing fee.

On behalf of the staff of the OCD, I wish to thank you and your staff for your cooperation during this discharge permit review.

Sincerely,

Roger C. Anderson
Chief, Environmental Bureau
Oil Conservation Division

RCA/wjf
Attachment

xc: OCD Artesia Office

ATTACHMENT TO THE DISCHARGE PERMIT RENEWAL GW-204
BAKER HUGHES PETROLITE
ARTESIA FACILITY
DISCHARGE PERMIT APPROVAL CONDITIONS
(September 1, 2005)

1. Payment of Discharge permit Fees: The $100.00 filing fee has been received by the OCD. There is a required flat fee equal to $1,700.00 for oil field service companies. The renewal flat fee required for this facility may be paid in a single payment due at the time of approval, or in equal annual installments over the duration of the discharge permit, with the first payment due upon receipt of this approval.

2. Baker Hughes Petrolite Commitments: Baker Hughes Petrolite will abide by all commitments submitted in the discharge permit renewal application letter dated April 21, 2005 and these conditions for approval.

3. Waste Disposal: All wastes will be disposed of at an OCD approved facility. Only oilfield exempt wastes shall be disposed of down Class II injection wells. Non-exempt oilfield wastes that are non-hazardous may be disposed of at an OCD approved facility upon proper waste determination per 40 CFR Part 261.

4. Drum Storage: All drums containing materials other than fresh water must be stored on an impermeable pad with curbing. All empty drums will be stored on their sides with the bungs in and lined up on a horizontal plane. Chemicals in other containers such as sacks or buckets will also be stored on an impermeable pad and curb type containment.

5. Process Areas: All process and maintenance areas which show evidence that leaks and spills are reaching the ground surface must be either paved and curbed or have some type of spill collection device incorporated into the design.

6. Above Ground Tanks: All above ground tanks which contain fluids other than fresh water must be bermed to contain a volume of one-third more than the total volume of the largest tank or of all interconnected tanks. All new tanks or existing tanks that undergo a major modification, as determined by the Division, must be placed within an impermeable bermed enclosure.

7. Above Ground Saddle Tanks: Above ground saddle tanks must have impermeable pad and curb type containment unless they contain fresh water or fluids that are gases at atmospheric temperature and pressure.

8. Labeling: All tanks, drums and containers will be clearly labeled to identify their contents and other emergency notification information.

9. Below Grade Tanks/Sumps: All below grade tanks, sumps, and pits must be approved by the OCD prior to installation or upon modification and must incorporate secondary containment and leak-detection into the design. All pre-existing sumps and below-grade tanks must demonstrate integrity on an annual basis. Integrity tests include pressure testing to 3 pounds per square inch above normal operating pressure and/or visual inspection of cleaned out tanks and/or sumps, or other OCD approved methods. The OCD will be notified at least 72 hours prior to all testing.

10. Underground Process/Wastewater Lines: All underground process/wastewater pipelines must be tested to demonstrate their mechanical integrity every 5 years. The permittee may propose various methods for testing such as pressure testing to 3 pounds per square inch above normal operating pressure or other means acceptable to the OCD. The OCD will be notified at least 72 hours prior to all testing.

11. Class V Wells: No Class V wells that inject non-hazardous industrial wastes or a mixture of industrial wastes and domestic wastes will be closed unless it can be demonstrated that groundwater will not be impacted in the reasonably foreseeable future. Leach fields and other wastewater disposal systems at OCD regulated facilities which inject non-hazardous fluid into or above an underground source of drinking water are considered Class V injection wells under the EPA UIC program. Class V wells that inject domestic waste only must be permitted by the New Mexico Environment Department.

12. Housekeeping: All systems designed for spill collection/prevention will be inspected weekly and after each storm event to ensure proper operation and to prevent overtopping or system failure. A record of inspections will be retained on site for a period of five years.

13. Spill Reporting: All spills/releases will be reported pursuant to OCD Rule 116 and WQCC 1203 to the OCD Artesia District Office.

14. Transfer of Discharge permit: The OCD will be notified prior to any transfer of ownership, control, or possession of a facility with an approved discharge permit. A written commitment to comply with the terms and conditions of the previously approved discharge permit must be submitted by the purchaser and approved by the OCD prior to transfer.

15. Storm Water Plan: Baker Hughes Petrolite shall maintain storm water runoff controls. As a result of Baker Hughes Petrolite's operations any water contaminant that exceeds the WQCC standards listed in 20 NMAC 6.2.3101 is discharged in any storm water runoff then Baker Hughes Petrolite shall notify the OCD within 24 hours, modify the plan within 15 days and submit for OCD approval. Baker Hughes Petrolite shall also take immediate corrective actions pursuant to Item 12 of these conditions.

16. Closure: The OCD will be notified when operations of the Artesia Facility are discontinued for a period in excess of six months. Prior to closure of the Artesia Facility a closure plan will be submitted for approval by the Director. Closure and waste disposal will be in accordance with the statutes, rules and regulations in effect at the time of closure.

17. Certification: Baker Hughes Petrolite, by the officer whose signature appears below, accepts this permit and agrees to comply with all terms and conditions contained herein. Baker Hughes Petrolite further acknowledges that these conditions and requirements of this permit may be changed administratively by the Division for good cause shown as necessary to protect fresh water, human health and the environment.

Accepted:

BAKER HUGHES PETROLITE

by_____

_____

Title

ACKNOWLEDGEMENT OF RECEIPT OF CHECK/CASH

I hereby acknowledge receipt of check No. [redacted] dated 4/26/05,

or cash received on _____ in the amount of $ 200.00

from Baker Hughes

for Artesia Service Facility GW-204
Hobbs Service Facility GW-203
(Facility Name) (DP No.)

Submitted by: _____ Date: 5/3/05

Submitted to ASD by: _____ Date: _____

Received in ASD by: _____ Date: _____

Filing Fee ✓ New Facility ___ Renewal ✓

Modification ___ Other _____
(specify)

Organization Code 521.07 Applicable FY 2001

To be deposited in the Water Quality Management Fund.

Full Payment ✓ or Annual Increment ___

[redacted]

ATTACHMENT TO THE DISCHARGE PLAN RENEWAL GW-**204**
BAKER PETROLITE CORPORATION
ARTESIA SERVICE FACILITY
DISCHARGE PLAN APPROVAL CONDITIONS
November 14, 2000

1. Payment of Discharge Plan Fees: The $50.00 filing fee has been received by the OCD. There is a required flat fee equal to one-half of the original flat fee for oil and gas service companies. The renewal flat fee required for this facility is $690.00 which may be paid in a single payment due at the time of approval, or in equal annual installments over the duration of the discharge plan, with the first payment due upon receipt of this approval. The filing fee is payable at the time of application and is due upon receipt of this approval. Please make all checks payable to:

   Water Quality Management Fund
   c/o Oil Conservation Division
   2040 South Pacheco
   Santa Fe, New Mexico 87505

2. Commitments: Baker Petrolite Corporation will abide by all commitments submitted in the discharge plan renewal application letter dated June 23, 2000 and these conditions for approval.

3. Waste Disposal: All wastes will be disposed of at an OCD approved facility. Only oilfield exempt wastes shall be disposed of down Class II injection wells. Non-exempt oilfield wastes that are non-hazardous may be disposed of at an OCD approved facility upon proper waste determination per 40 CFR Part 261. Any waste stream that is not listed in the discharge plan will be approved by OCD on a case-by-case basis.

4. Drum Storage: All drums containing materials other than fresh water must be stored on an impermeable pad with curbing. All empty drums will be stored on their sides with the bungs in and lined up on a horizontal plane. Chemicals in other containers such as sacks or buckets will also be stored on an impermeable pad and curb type containment.

5. Process Areas: All process and maintenance areas which show evidence that leaks and spills are reaching the ground surface must be either paved and curbed or have some type of spill collection device incorporated into the design.

6. Above Ground Tanks: All above ground tanks which contain fluids other than fresh water must be bermed to contain a volume of one-third more than the total volume of the largest tank or of all interconnected tanks. All new tanks or existing tanks that undergo a major modification, as determined by the Division, must be placed within an impermeable bermed enclosure.

7. Above Ground Saddle Tanks: Above ground saddle tanks must have impermeable pad and curb type containment unless they contain fresh water or fluids that are gases at atmospheric temperature and pressure.

8. Labeling: All tanks, drums and containers will be clearly labeled to identify their contents and other emergency notification information.

9. Below Grade Tanks/Sumps: All below grade tanks, sumps, and pits must be approved by the OCD prior to installation or upon modification and must incorporate secondary containment and leak-detection into the design. All pre-existing sumps and below-grade tanks, if present, must demonstrate integrity no later than June 1, 2001 and every year from tested date thereafter. Permittees may propose various methods for testing such as pressure testing to 3 pounds per square inch above normal operating pressure and/or visual inspection of cleaned out tanks and/or sumps, or other OCD approved methods. The OCD will be notified at least 72 hours prior to all testing. The test results will be submitted to OCD by June 1, 2001.

10. Underground Process/Wastewater Lines: All underground process/wastewater pipelines must be tested to demonstrate their mechanical integrity no later than June 1, 2001 and every five (5) years thereafter. Permittees may propose various methods for testing such as pressure testing to 3 pounds per square inch above normal operating pressure or other means acceptable to the OCD. The OCD will be notified at least 72 hours prior to all testing. The test results will be submitted to OCD by June 1, 2001.

11. Class V Wells: No Class V wells that inject non-hazardous industrial wastes or a mixture of industrial wastes and domestic wastes will be closed unless it can be demonstrated that groundwater will not be impacted in the reasonably foreseeable future. Leach fields and other wastewater disposal systems at OCD regulated facilities which inject non-hazardous fluid into or above an underground source of drinking water are considered Class V injection wells under the EPA UIC program. Class V wells that inject domestic waste only must be permitted by the New Mexico Environment Department.

12. Housekeeping: All systems designed for spill collection/prevention will be inspected weekly and after each storm event to ensure proper operation and to prevent overtopping or system failure. A record of inspections will be retained on site for a period of five years.

13. Spill Reporting: All spills/releases will be reported pursuant to OCD Rule 116 and WQCC 1203 to the OCD Artesia District Office.

14. Transfer of Discharge Plan: The OCD will be notified prior to any transfer of ownership, control, or possession of a facility with an approved discharge plan. A written commitment to comply with the terms and conditions of the previously approved discharge plan must be submitted by the purchaser and approved by the OCD prior to transfer.

15. Storm Water Plan: The facility will have an approved storm water run-off plan by June 1, 2001

16. Closure: The OCD will be notified when operations of the Artesia Service Facility are discontinued for a period in excess of six months. Prior to closure of the Artesia Service Facility, the Director will submit a closure plan for approval. Closure and waste disposal will be in accordance with the statutes, rules and regulations in effect at the time of closure.

17. Conditions accepted by: Baker Petrolite Corporation, by the officer whose signature appears below, accepts this permit and agrees to comply with all terms and conditions contained herein. Baker Petrolite Corporation further acknowledges that these conditions and requirements of this permit may be changed administratively by the Division for good cause shown as necessary to protect fresh water, human health and the environment.

Baker Petrolite Corporation

Print Name: Roy Young

Signature: Roy Young

Title: Operations Manager

Date: 12/4/00

ACKNOWLEDGEMENT OF RECEIPT OF CHECK/CASH

I hereby acknowledge receipt of check No. [redacted] dated 12-5-00,

or cash received on _____ in the amount of $ 1,380.00

from Baker Hughes

for Hobbs Facility and Artesia Facility GW-203-690.0 GW-204-690.0
(Facility Name) (OP No.)

Submitted by: _____ Date: 12-18-00

Submitted to ASD by: _____ Date: _____

Received in ASD by: _____ Date: _____

Filing Fee ___ New Facility ___ Renewal V

Modification ___ Other _____
(specify)

Organization Code 521.07 Applicable FY 2001

To be deposited in the Water Quality Management Fund.

Full Payment V or Annual Increment ___

THIS MULTI-TONE BLUE SECURITY AREA OF THE DOCUMENT CHANGES GRADUALLY AND EVENLY FROM DARK TO LIGHT WITH DARKER AREAS BOTH TOP AND BOTTOM

32-115
1110

BAKER HUGHES

BAKER HUGHES BUSINESS SUPPORT
SERVICES
ACCOUNTS PAYABLE
PO BOX 674427
Houston, TX 77267-4427
(281) 209-7500

CHASE BANK OF TEXAS

Check No. [redacted]
Date 12/05/2000

CHECK AMOUNT
$*********1,380.00*

PAY *** ONE THOUSAND THREE HUNDRED EIGHTY USD***
TO THE ORDER OF

USD

WATER QUALITY MANAGEMENT FUND
C/O OIL CONSERVATION DIVISION
2040 SOUTH PACHECO
SANTA FE NM 87505

[redacted]

THE ORIGINAL DOCUMENT IS PRINTED WITH AN ARTIFICIAL WATERMARK ON THE REVERSE SIDE.

NEW MEXICO ENERGY, MINERALS and NATURAL RESOURCES DEPARTMENT

GARY E. JOHNSON
Governor
Jennifer A. Salisbury
Cabinet Secretary

Lori Wrotenbery
Director
Oil Conservation Division

November 14, 2000

CERTIFIED MAIL
RETURN RECEIPT NO. 5050 9979

Mr. Roy Young
Baker Petrolite Corporation
12465 West Airport Blvd.
Sugarland, Texas 77478

RE: Discharge Plan Renewal GW-204
Baker Petrolite Corporation
Artesia Service Facility
Eddy County, New Mexico

Dear Mr. Young

The ground water discharge plan renewal GW-204 for the Baker Petrolite Corporation Artesia Service Facility located in the SE/4 SW/4 of Section 33, Township 16 South, Range 26 East, NMPM, Eddy County, New Mexico, **is hereby approved** under the conditions contained in the enclosed attachment. Enclosed are two copies of the conditions of approval. **Please sign and return one copy of the Discharge Plan Approval Conditions to the New Mexico Oil Conservation Division (OCD) Santa Fe office within 10 working days of receipt of this letter.**

The original discharge plan application was submitted on May 30, 1995 and approved August 29, 1995. The discharge plan renewal application letter, dated June 23, 2000, submitted pursuant to Section 3106 of the New Mexico Water Quality Control Commission (WQCC) Regulations also includes all earlier applications and all conditions later placed on those approvals. The discharge plan is renewed pursuant to Section 3109.C. Please note Section 3109.G, which provides for possible future amendment of the plan. Please be advised that approval of this plan does not relieve Baker Petrolite Corporation of liability should operations result in pollution of surface water, ground water or the environment.

Please be advised that all exposed pits, including lined pits and open tanks (exceeding 16 feet in diameter) shall be screened, netted or otherwise rendered nonhazardous to wildlife including migratory birds.

Please note that Section 3104 of the regulations provides: "When a plan has been approved, discharges must be consistent with the terms and conditions of the plan."

Pursuant to Section 3107.C, Baker Petrolite Corporation is required to notify the Director of any facility expansion, production increase or process modification that would result in any change in the discharge of water quality or volume.

Pursuant to Section 3109.H.4, this renewal plan is for a period of five years. This renewal will expire on **August 29, 2005**, and Baker Petrolite Corporation should submit an application in ample time before this date. Note that under Section 3106.F of the regulations, if a discharger submits a discharge plan renewal application at least 120 days before the discharge plan expires and is in compliance with the approved plan, then the existing discharge plan will not expire until the application for renewal has been approved or disapproved. It should be noted that all discharge plan facilities will be required to submit the results of an underground drainage testing program as a requirement for discharge plan.

The discharge plan renewal application for the Baker Petrolite Corporation Artesia Service Facility is subject to WQCC Regulation 3114. Every billable facility submitting a discharge plan application will be assessed a fee equal to the filing fee of $50.00. There is a renewal flat fee assessed for oil and gas service companies equal to one-half of the original flat fee or $690.00. The OCD has received the filing fee.

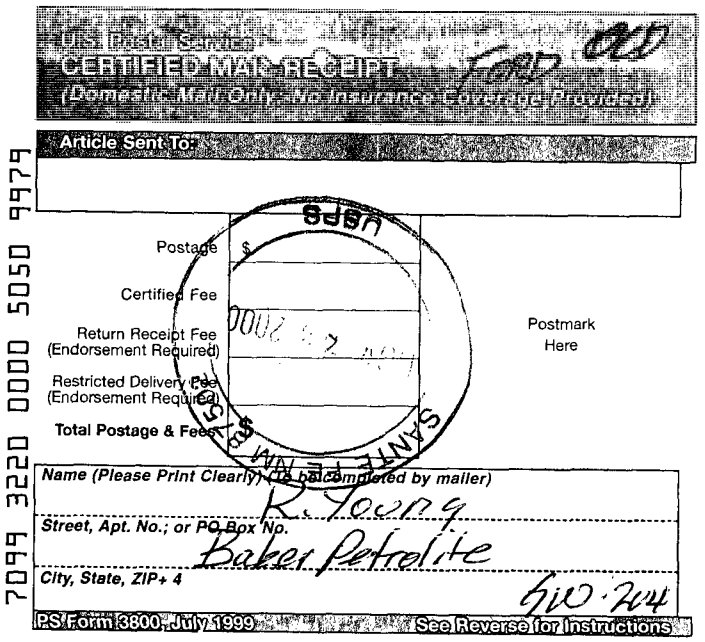
On behalf of the staff of the OCD, I wish to thank you and your staff for your cooperation during this discharge plan review.

Sincerely,

Roger C. Anderson
Chief, Environmental Bureau
Oil Conservation Division

RCA/wjf
Attachment

Xc: OCD Artesia Office



ATTACHMENT TO THE DISCHARGE PLAN RENEWAL GW-**204**
BAKER PETROLITE CORPORATION
ARTESIA SERVICE FACILITY
DISCHARGE PLAN APPROVAL CONDITIONS
November 14, 2000

1. Payment of Discharge Plan Fees: The $50.00 filing fee has been received by the OCD. There is a required flat fee equal to one-half of the original flat fee for oil and gas service companies. The renewal flat fee required for this facility is $690.00 which may be paid in a single payment due at the time of approval, or in equal annual installments over the duration of the discharge plan, with the first payment due upon receipt of this approval. The filing fee is payable at the time of application and is due upon receipt of this approval. Please make all checks payable to:

   Water Quality Management Fund
   c/o Oil Conservation Division
   2040 South Pacheco
   Santa Fe, New Mexico 87505

2. Commitments: Baker Petrolite Corporation will abide by all commitments submitted in the discharge plan renewal application letter dated June 23, 2000 and these conditions for approval.

3. Waste Disposal: All wastes will be disposed of at an OCD approved facility. Only oilfield exempt wastes shall be disposed of down Class II injection wells. Non-exempt oilfield wastes that are non-hazardous may be disposed of at an OCD approved facility upon proper waste determination per 40 CFR Part 261. Any waste stream that is not listed in the discharge plan will be approved by OCD on a case-by-case basis.

4. Drum Storage: All drums containing materials other than fresh water must be stored on an impermeable pad with curbing. All empty drums will be stored on their sides with the bungs in and lined up on a horizontal plane. Chemicals in other containers such as sacks or buckets will also be stored on an impermeable pad and curb type containment.

5. Process Areas: All process and maintenance areas which show evidence that leaks and spills are reaching the ground surface must be either paved and curbed or have some type of spill collection device incorporated into the design.

6. Above Ground Tanks: All above ground tanks which contain fluids other than fresh water must be bermed to contain a volume of one-third more than the total volume of the largest tank or of all interconnected tanks. All new tanks or existing tanks that undergo a major modification, as determined by the Division, must be placed within an impermeable bermed enclosure.

7. Above Ground Saddle Tanks: Above ground saddle tanks must have impermeable pad and curb type containment unless they contain fresh water or fluids that are gases at atmospheric temperature and pressure.

8. Labeling: All tanks, drums and containers will be clearly labeled to identify their contents and other emergency notification information.

9. Below Grade Tanks/Sumps: All below grade tanks, sumps, and pits must be approved by the OCD prior to installation or upon modification and must incorporate secondary containment and leak-detection into the design. All pre-existing sumps and below-grade tanks, if present, must demonstrate integrity no later than June 1, 2001 and every year from tested date thereafter. Permittees may propose various methods for testing such as pressure testing to 3 pounds per square inch above normal operating pressure and/or visual inspection of cleaned out tanks and/or sumps, or other OCD approved methods. The OCD will be notified at least 72 hours prior to all testing. The test results will be submitted to OCD by June 1, 2001.

10. Underground Process/Wastewater Lines: All underground process/wastewater pipelines must be tested to demonstrate their mechanical integrity no later than June 1, 2001 and every five (5) years thereafter. Permittees may propose various methods for testing such as pressure testing to 3 pounds per square inch above normal operating pressure or other means acceptable to the OCD. The OCD will be notified at least 72 hours prior to all testing. The test results will be submitted to OCD by June 1, 2001.

11. Class V Wells: No Class V wells that inject non-hazardous industrial wastes or a mixture of industrial wastes and domestic wastes will be closed unless it can be demonstrated that groundwater will not be impacted in the reasonably foreseeable future. Leach fields and other wastewater disposal systems at OCD regulated facilities which inject non-hazardous fluid into or above an underground source of drinking water are considered Class V injection wells under the EPA UIC program. Class V wells that inject domestic waste only must be permitted by the New Mexico Environment Department.

12. Housekeeping: All systems designed for spill collection/prevention will be inspected weekly and after each storm event to ensure proper operation and to prevent overtopping or system failure. A record of inspections will be retained on site for a period of five years.

13. Spill Reporting: All spills/releases will be reported pursuant to OCD Rule 116 and WQCC 1203 to the OCD Artesia District Office.

14. Transfer of Discharge Plan: The OCD will be notified prior to any transfer of ownership, control, or possession of a facility with an approved discharge plan. A written commitment to comply with the terms and conditions of the previously approved discharge plan must be submitted by the purchaser and approved by the OCD prior to transfer.

15. Storm Water Plan: The facility will have an approved storm water run-off plan by June 1, 2001

16. Closure: The OCD will be notified when operations of the Artesia Service Facility are discontinued for a period in excess of six months. Prior to closure of the Artesia Service Facility, the Director will submit a closure plan for approval. Closure and waste disposal will be in accordance with the statutes, rules and regulations in effect at the time of closure.

17. Conditions accepted by: Baker Petrolite Corporation, by the officer whose signature appears below, accepts this permit and agrees to comply with all terms and conditions contained herein. Baker Petrolite Corporation further acknowledges that these conditions and requirements of this permit may be changed administratively by the Division for good cause shown as necessary to protect fresh water, human health and the environment.

Baker Petrolite Corporation

Print Name: _____

Signature: _____

Title: _____

Date: _____

ACKNOWLEDGEMENT OF RECEIPT OF CHECK/CASH

I hereby acknowledge receipt of check No. [redacted] dated 7-17-00,

or cash received on _____ in the amount of $ 100.00

from Baker Hughes Enterprise Services

for Artesia Service Facility GW-204
Hobbs Service Facility GW-203
(Facility Name) (OGP No.)

Submitted by: _____ Date: 8-4-00

Submitted to ASD by: _____ Date: _____

Received in ASD by: _____ Date: _____

Filing Fee ✓ New Facility ___ Renewal ✓

Modification ___ Other _____
(specify)

Organization Code 521.07 Applicable FY 2001

To be deposited in the Water Quality Management Fund.

Full Payment ✓ or Annual Increment ___

THIS MULTI-TONE BLUE SECURITY AREA OF THE DOCUMENT CHANGES GRADUALLY AND EVENLY FROM DARK TO LIGHT WITH DARKER AREAS BOTH TOP AND BOTTOM

BAKER HUGHES

BAKER HUGHES ENTERPRISE SERVICES
ACCOUNTS PAYABLE
PO BOX 674427
Houston, TX 77267-4427
(281) 209-7500

CHASE BANK OF TEXAS

32-115
1110

Check No. [redacted]
Date 07/17/2000

CHECK AMOUNT
$**********100.00*

PAY *** ONE HUNDRED USD***
TO THE ORDER OF

USD

NM ENERGY, MINERALS & NATURAL
RESOURCE DEPT - OIL CONSERVATION
240 SOUTH PACHECO STREET
SANTE FE NM 87505

[redacted]

BAKER HUGHES ENTERPRISE SERVICES
ACCOUNTS PAYABLE
PO BOX 674427
HOUSTON,TX 77267-4427
(281)209-7500

Check Information

Check No. / Date

Your account with us

129634

Payment is made on behalf of Baker Petrolite Corp., .

Document	Your document	Date	Gross amount	Deductions	Net amount
1900001146	063000	06/30/2000	100.00	0.00	100.00
Sum total			100.00	0.00	100.00

for GW-203
& GW-204

Renewal filing fee

OIL CONSERVATION DIVISION

August 29, 1995

CERTIFIED MAIL
RETURN RECEIPT NO. Z-765-963-040

Mr. George A. Cary
Manager, Regional SHEA Operations
Petrolite Corporation
369 Marshall Avenue
St. Louis, MO 63119-1897

RE: Approval of Discharge Plan GW-204
Petrolite, Artesia Facility
Lea County, New Mexico

Dear Mr. Carey:

The **discharge plan GW-204 for the Petrolite Corporation facility** located in SE/4 SW/4 Section 33, Township 16 South, Range 26 East, NMPM, Eddy County, New Mexico, **is hereby approved** subject to the conditions contained in the enclosed attachment. The discharge plan consists of the application and its contents dated May 30, 1995, and the additional information dated August 24, 1995 as submitted by Petrolite Corporation.

The discharge plan application was submitted pursuant to Section 3-106 of the New Mexico Water Quality Control Commission Regulations. Please note Sections 3-109.E and 3-109.F which provide for possible future amendments or modifications of the plan. Please be advised that the approval of this plan does not relieve Petrolite Corporation of liability should the operations associated with this facility result in pollution of surface water, ground water, or the environment.

Please be advised that all exposed pits, including lined pits and open top tanks (tanks exceeding 16 feet in diameter), shall be screened, netted, or otherwise rendered nonhazardous to wildlife including migratory birds.

Please note that Section 3-104 of the regulations requires that "When a plan has been approved, discharges must be consistent with the terms and conditions of the plan." Pursuant to Section 3-107.C you are required to notify the Director of any facility expansion, production increase, or process modification that would result in any change in the discharge of water quality or volume.

Pursuant to Section 3-109.G.4, this plan is for a period of five (5) years. This approval will expire August 29, 2000, and you should submit an application for renewal in six (6) months before this date.

The discharge plan application for the Petrolite Corporation Facility is subject to the WQCC Regulation 3-114 discharge plan fee. Every billable facility submitting a discharge plan will be assessed a fee equal to the filing fee of fifty dollars ($50) plus the flat fee of one thousand three-hundred and eighty dollars ($1380.00) for Service company facilities.

The $50 filing fee and $1380 flat fee have been received by the NMOCD.

On behalf of the staff of the Oil Conservation Division, I wish to thank you and your staff for your cooperation during this discharge plan review.

Sincerely,

William J. LeMay
Director

WJL/pws
Attachment

xc: Artesia OCD office

Z 765 963 040

Receipt for Certified Mail
No Insurance Coverage Provided
Do not use for International Mail
(See Reverse)

UNITED STATES POSTAL SERVICE

Sent to GW-264	
Street and No.	
P.O., State and ZIP Code	
Postage	$
Certified Fee	
Special Delivery Fee	
Restricted Delivery Fee	
Return Receipt Showing to Whom & Date Delivered	
Return Receipt Showing to Whom, Date, and Addressee's Address	
TOTAL Postage & Fees	$
Postmark or Date	

PS Form 3800, March 1993

ATTACHMENT TO DISCHARGE PLAN GW-204 APPROVAL
Petrolite Corporation
DISCHARGE PLAN REQUIREMENTS
August 29, 1995

1. Tank Berming: All tanks that contain materials other than fresh water that, if released, could contaminate surface or ground water or the environment will be bermed to contain 1 1/3 times the capacity of the tank or 1 1/3 times the volume of all interconnected tanks.

2. Drum Storage: All drums will be stored on pad and curb type containment.

3. Spills: All spills and/or leaks will be reported to the OCD district office pursuant to WQCC Rule 1-203 and OCD Rule 116.

4. Modifications: All proposed modifications that include the construction of any below grade facilities or the excavation and disposal of wastes or contaminated soils will have OCD approval prior to excavation, construction or disposal.

5. Waste Disposal:

   A. All wastes shall be disposed of at an NMOCD approved facility.

   B. Only oilfield exempt wastes can be disposed of down Class II injection wells. Non-exempt oilfield wastes that are non-hazardous by characteristics may be disposed of at an NMOCD approved facility.

ACKNOWLEDGEMENT OF RECEIPT OF CHECK/CASH

I hereby acknowledge receipt of check No. [redacted] dated 6-2-95,

or cash received on 6-13-95 in the amount of $ 1430.00

from PETROLITE CORPORATION

for ARTESIA SERVICE FACILITY (Facility Name) GW-204 (DP No.)

Submitted by: _____ Date: _____

Submitted to ASD by: CHRIS EUSTICE Date: 6-13-95

Received in ASD by: [signature] Date: 6-13-95

Filing Fee ✓ New Facility ✓ Renewal ___

Modification ___ Other _____ (specify)

Organization Code 521.07 Applicable FY 95

To be deposited in the Water Quality Management Fund.

Full Payment ✓ or Annual Increment ___

PETROLITE

Petrolite Corporation
369 Marshall Avenue
St. Louis, MO 63119-1897

V#111208

No. [redacted] 80-2/81

June 2 19 9

PAY The sum of $1430 and 00 cts $ 1,430.00

TO THE ORDER OF

NMED Water Quality Management
2040 South Pacheco
Santa Fe, NM 87505

PETROLITE CORPORATION
VOID AFTER SIX MONTHS

[signature]
Steven F. Schaab
AUTHORIZED SIGNATURE

TO BOATMEN'S®
BANK OF ROLLA, MO

[redacted]

District I
1625 N. French Dr., Hobbs, NM 88240
District II
811 South First, Artesia, NM 88210
District III
1000 Rio Brazos Road, Aztec, NM 87410
District IV
2040 South Pacheco, Santa Fe, NM 87505

State of New Mexico
Energy Minerals and Natural Resources

Oil Conservation Division
2040 South Pacheco
Santa Fe, NM 87505

Revised March 17, 1999

Submit Original
Plus 1 Copy
to Santa Fe
1 Copy to Appropriate
District Office

DISCHARGE PLAN APPLICATION FOR SERVICE COMPANIES, GAS PLANTS. REFINERIES, COMPRESSOR, AND CRUDE OIL PUMP STATIONS

(Refer to the OCD Guidelines for assistance in completing the application)

☐ New ■ Renewal (GW-204) ☐ Modification RECEIVED

JUL 12 2000

ACCOUNTS PAYABLE

1. Type: Oil field chemical service company, 1389 SIC
2. Operator: Baker Petrolite Artesia, NM Stockpoint

   Address: No changes, revisions or modifications

   Contact Person: No changes Phone: No changes
3. Location: /4 /4 Section Township Range

   Submit large scale topographic map showing exact location.

   See topographic map attached.
4. Attach the name, telephone number and address of the landowner of the facility site.

   Baker Petrolite
   12645 West Airport Blvd.
   Sugar Land, TX 77478
   281-275-7400
5. Attach the description of the facility with a diagram indicating location of fences, pits, dikes and tanks on the facility.

   No changes, revisions or modifications
6. Attach a description of all materials stored or used at the facility.

   No changes, revisions or modifications
7. Attach a description of present sources of effluent and waste solids. Average quality and daily volume of waste water must be included.

   No changes, revisions or modifications (no wastewater discharge)
8. Attach a description of current liquid and solid waste collection/treatment/disposal procedures.

   No changes, revisions or modifications
9. Attach a description of proposed modifications to existing collection/treatment/disposal systems.

   No changes, revisions or modifications
10. Attach a routine inspection and maintenance plan to ensure permit compliance.

    No changes, revisions or modifications
11. Attach a contingency plan for reporting and clean-up of spills or releases.

See attached Fire, Oil, and Hazardous Substance Emergency Response and Employee Contingency Plan

12. Attach geological/hydrological information for the facility. Depth to and quality of ground water must be included.

No changes

13. Attach a facility closure plan, and other information as is necessary to demonstrate compliance with any other OCD rules, regulations and/or orders.

None

14. CERTIFICATION I hereby certify that the information submitted with this application is true and correct to the best of my knowledge and belief.

Name: ROY YOUNG Title: Operations Manager

Signature: Roy Young Date: 6/23/08

Artesia, NM - EA SPCC

BAKER HUGHES

Baker Petrolite

FIRE, OIL, AND HAZARDOUS SUBSTANCE

EMERGENCY RESPONSE AND EMPLOYEE CONTINGENCY PLAN

LOCATION: Artesia, New Mexico

This Plan was developed to conform with the following applicable laws: Clean Water Act (CWA) (40 CFR § 112), Resource Conservation and Recovery Act (RCRA) (40 CFR § 265, Subpart D), Superfund Amendments and Reauthorization Act (SARA) (40 CFR § 300, Subpart C) and Occupational Safety and Health Act (OSHA § 1910.38). As such, it will replace previous SPCC and Emergency Response plans retained at the site.

ANNUAL REVIEW

Reviewed and Approved: _____ Date: 5/5/99

Reviewed and Approved: _____ Date: 5/6/99

Reviewed and Approved: _____ Date: 4/24/00

BAKER PETROLITE CORPORATION
FIRE, OIL AND HAZARDOUS SUBSTANCE
EMERGENCY RESPONSE AND EMPLOYEE CONTINGENCY PLAN

TABLE OF CONTENTS

1.0 CERTIFICATION*

I hereby certify that I have examined the facility, and being familiar with the provisions of 40 CFR § 112, attest that this SPCC plan has been prepared in accordance with good engineering practices.

(Seal)

Printed Name of Registered Professional Engineer

Date

Signature of Registered Professional Engineer

Registration Number

State Issued

*This certification is necessary when storing oil in excess of 660 gallons or 1,320 cumulative in a contiguous area at the site.

2.0 EMERGENCY RESPONSE AND CONTINGENCY PLAN

2.1 Site Description

BAKER PETROLITE CORPORATION (BPC) operates facilities for the manufacture of industrial and oil field chemicals. In addition, numerous district facilities blend chemicals to customer specifications and act as distribution points to local customers. At these facilities, petroleum products and hazardous materials may be stored in bulk quantities. This plan meets the requirements set forth in 29 CFR § 1910.38. The following BPC facility stores petroleum and/or hazardous materials in quantities which may require implementation of an emergency plan:

Baker Petrolite
Location

2402 Industrial Avenue
(Street or Post Office Box)

Artesia, Eddy (County)
(City) (County)

New Mexico 88210
(State) (Zip Code)

505-746-3588 / Emergency 911
(Phone Number)

The driving directions to the location from the nearest metropolitan center are as follows:

South on Highway 285, 41 miles to Artesia.

2.1.1 Material and Waste Inventory

Table 2-1 provides an inventory of oils and hazardous materials stored on site in quantities which, when released, may pose a threat to human health or the environment. A map plan depicting their storage locations is presented in Appendix A. Material Safety Data Sheets (MSDS) are stored on site at the ~~Artesia, New Mexico facility~~

2.1.2 Maintenance and Inspections

Normal maintenance for the material storage facilities will be performed by facility employees under the supervision of the District or Plant Manager. Routine maintenance will include, but not be limited to:

(1) remediation of minor spills resulting from normal site operations which pose no threat to site employees;

(2) replacement and repair of leaking fittings or valves as part of normal facility maintenance; and

(3) discharging water from storage containment areas.

The Manager or Emergency Coordinator (EC-refer to Section 2.4.2) will determine which activities can be performed by facility operators and which need be contracted due to the potential hazards involved.

Maintenance records (Appendix B) which detail modifications or repairs made to hazardous material, oil, and waste units or devices shall be held at the facility for a minimum of 3 years.

At a minimum, oil, chemical, and waste storage facilities will be inspected routinely (in accordance to the BPC Environmental Field Manual and applicable environmental laws) for:

(1) leaks, corrosion or integrity problems,
(2) accumulated liquids in containment areas,
(3) improper labeling and storage practices, and
(4) open or deteriorated containers.

An inspection record (Appendix C) will be maintained which details inspection dates, inspection results, and any remedial actions taken as a result of these inspections.

TABLE 2-1

OIL AND HAZARDOUS SUBSTANCE FACILITIES

Facility Number*	Type**	Construction Materials	Material Stored	Capacity	NFPA Rating
PETROLEUM					
COMMERCIAL CHEMICALS					

TABLE 2-1
(CONT)***
OIL AND HAZARDOUS SUBSTANCE FACILITIES

Facility Number*	Type**	Construction Materials	Material Stored	Capacity	NFPA Rating
HAZARDOUS WASTES					

Storage locations depicted in plot plan provided in Appendix A.

**Site Numbering System*
***Drum or Tank Storage*
****Make additional copies of this table as needed.*

2.1.3 Fire Prevention

The site operator shall address all major work place fire hazards (i.e., storage of flammable material, welding areas and electronic panels). Once identified, proper handling and storage procedures, potential ignition source/control procedures and type of fire protection equipment available must be specifically discussed. These are as follows:

Fire Hazard	Fire Controls and Procedures
Small Fires	An attempt will be made to put out small fires. The fire department shall be called reguardless if the fire is extinguished or not.
Large Fires	No attempt should be made to extinguish fire. Evacute all personnel and visitors. Immediately notify fire department. Close all valves on storage tanks. Stand by for fire department arrival Contact Emergency Response Group in Sugarland Do not permit unauthorized individuals to enter.

2.1.4 Housekeeping

The site will control the accumulation of combustible and flammable liquids in process areas as follows:

The truck loading and unloading areas are inspected daily for cleanliness.

Trash containers are located within the work area to collect ordinary refuse. Regular trash pickup occurs weekly at this facility. Transfer hoses are capped after each use to minimize drippage & to reduce spills.

All minor spills will be remediated with a minimum of 24-hours of occurrence.

2.1.5 Maintenance of Fire Protection Equipment

The site shall maintain both internal and external inspection and service programs for fire protection devices. All extinguishers/deluge systems will be inspected monthly and serviced at least annually. All other emergency equipment will be inspected accordance with the applicable sections of the BPC Safety Manual.

2.1.6 Pollution Incident Reports

The site shall maintain a record of pollution incidents (Appendix D). At a minimum this record will describe:

(1) date of the incident;
(2) nature and extent of the incident;
(3) internal and external notifications made, including follow-up, written reports; and
(4) actions taken to correct the problem.

2.1.7 Employee Training

Applicable facility personnel responsible for managing hazardous waste, hazardous materials and oil, are required to attend corporate hazardous waste management (40 CFR § 265) and Hazmat training courses (29 CFR § 1910.120). In addition, each facility will provide a minimum of "first responder awareness level" training to employees during regularly scheduled safety meetings. This training, at a minimum, will include familiarizing employees with the emergency response procedures as outlined in this plan (29 CFR § 1910.120 (q)(1). This course shall be given to the employee within six-months of his/her date of hire and annually thereafter by a trained and qualified instructor. In addition, this training is necessary whenever this plan or the employee duties change. No personnel shall handle any hazardous waste/material releases until this training is completed. At a minimum, the in-house training program will include reviewing this plan as it pertains to the following topics:

(1) hazardous waste and material management procedures;
(2) identification of potential hazards in the work place;
(3) applicable pollution control laws and regulations;
(4) Emergency Response and Contingency Plan;
    a. initially, when plan is developed
    b. whenever employees responsibilities change
    c. if the plan is changed
(5) emergency response procedures and reporting;
(6) emergency response notification and communications;
(7) site evacuation plan and routes; and
(8) proper use of personnel protection equipment.

Employee Emergency Response training records will be maintained at the facility for a minimum of thirty (30) years after the employee resigns from the company. A copy of this record is presented as Appendix E.

2.2 Facility Design

2.2.1 Facility Drainage

A topographic map depicting surface water flow directions is presented as Figure 2-1. The following section discusses drainage patterns across the site, including details on out falls of facility drainage ditches and connected water bodies. Any navigable waterways or those categorized as recreational or potable within 1 mile of the site are also identified.

No waterways, or recreational water within one mile.

Water which accumulates in containment areas, dikes or sumps will not be drained to grade if there is evidence of an oil sheen, if contaminated, or if a spill occurred in the these areas. The draining of hazardous material storage areas will be done manually and only after the nature of the liquids has been ascertained (by visual or chemical examination). In any case, the employee is responsible for ensuring that no hazardous substances are released to any site drainage system.

2.2.2 Spill Containment

a) Secondary Containment -

BPC has provided secondary containment in those areas which exhibit the potential for releases of harmful quantities of materials. Currently, all storage tanks containing oil or hazardous substances are bermed with concrete or earthen materials. Drum storage facilities are enclosed and underlain by concrete. The drain valves from these unit containment systems remain closed.

Figure 2.1

Should the capacity of any containment area be exceeded as the result of a catastrophic storm event or spill, these areas will be temporarily enlarged by diking with soil or sand bags until such time as remedial activities are completed. A discussion of these activities are presented in Section 2.4.4.

b) Tank Design -

All hazardous substance oil storage units are fabricated with materials compatible with their contents. No substances will be stored in any tank if not compatible with these materials. All tanks will be routinely inspected for leaks as part of normal operating procedures. In addition, each tank shall be inspected as required in accordance to standard tank manufacturing guidelines for internal corrosion or pitting. Remedial action will be taken to correct any flaws in the tank structure as soon as they become apparent.

Underground storage tanks and sumps containing oils or hazardous materials will be tested periodically to determine if a release has occurred. Any newly installed UST shall be double-lined with interstitial monitoring devices. Newly installed sumps shall be equipped with secondary containment.

c) Unloading/Loading Areas -

Tank contents unloading/loading will be restricted to paved locations or those which have secondary containment capable of holding a single hose volume. If containment is unavailable during unloading/loading operations (due to the location of the operation):

(1) nearby open drainage ditches shall be blocked off until such time as these activities are completed;

(2) temporary berms will be constructed for the unloading/loading of large quantities of hazardous liquids; and

(3) a site employee shall be present during transfer operation.

The area beneath tank trucks shall be inspected for spills before and after unloading/loading contents.

2.2.3 Site Security and Controls

Operational areas (i.e., blending and storage facilities) are enclosed by a fence or secured to prevent unauthorized entry onto the site. Unfenced areas are monitored daily to prevent vandalism to the site. Adequate lighting will be utilized to properly monitor the operational portions of the facility.

Warning signs are posted where necessary at storage facilities and operational areas. All facility gates are locked when unattended and tank valves are locked and tagged when these units are out-of-service.

2.3 Emergency Preparedness

This section provides a generic description of emergency response procedures to be performed to address hazardous material releases and fires at the site. Each response will vary depending upon the nature and extent of the incident. However, the general protocols outlined in this document will be followed.

2.3.1 Emergency Recognition and Spill Prevention

The first line of any emergency response involves prevention. As part of the routine inspections, site employees will attempt to identify potential problems before they develop into fires and/or environmental incidents. It is the employee's duty to examine each storage facility for bulging or leaking drums, tank or piping leaks, deterioration of containment dikes, stains, spills, etc. It is also the employee's responsibility to correct these problems wherever possible and communicate to the Emergency Coordinator (EC) the extent of these problems.

Should a spill or release be evident, the employee first detecting this condition will immediately adhere to the procedures outlined in this plan. If these spills occur in the employee's work area, he/she will immediately attempt to contain the spill to the smallest possible area. If the release is large or outside the work area, the facility Hazmat team will respond.

Should a fire occur, a trained employee should not attempt to extinguish the fire unless (1) it is in the incipient stage and can be extinguished with a portable extinguisher by an employee trained in its use or (2) the employee is a trained member of a BPC Fire Team.

2.3.2 Communication and Alarm Systems

Should the incident occur during normal working hours, the main office will act as the command post and, under the supervision of the EC, will direct the site response. Facility telephone extensions, listed in preferred order of reporting, are as follows:

NAME	TITLE
Roy Young ~~Gary Sisson~~ - Midland OPS Mgr.	Plant/District Manager-EC
Trey Womack ~~Steve Thomas~~ - Hobbs, District Mgr	Production/Area Manager-Alternate EC
Suzanne Williams / Hobbs NM ~~D'Ann Wilkinson~~ / ~~Midland, TX~~	Office Operator/Clerk

Facility employees will be notified of any emergency situation and imminent hazards by the EC after the nature and extent of the problem has been determined. Notification will be completed by site alarm system, telephone, two-way radio, and/or other available means of communication.

The site evacuation and emergency communication signal is as follows (be specific):

Small facility - Verbal communication through employees.

Notify Emergency (911)

Should the release occur after normal working hours, the EC coordinator or his alternate will be contacted at his residence. The name and phone numbers for the EC and alternates are provided in Section 2.4.2.

2.4 Personnel Responsibilities/Duties

2.4.1 Responsibilities of Employees

Actions taken by location employees during an emergency response will be limited to the those which pose no threat to their personal safety. The employee will not take any action which might be hazardous due to the nature of the release (i.e., gas, acids, etc.) without the EC's approval and appropriate personnel protection equipment (PPE).

The employee's response will vary upon the extent and nature of the incident. Small fires, minor leaks and spills (which might develop into larger environmental incidents if left un-addressed) will be remediated immediately without a formal emergency response. For larger incidents requiring outside assistance or the HazMat Team, the employee's duties will be restricted to:

(1) Limiting the magnitude of the incident (i.e., closing valves, placing adsorbent pads around spill) if possible.

(2) Contacting the EC. Remaining near the incident if not in imminent danger and providing immediate oversight until the EC arrives.

(3) Preventing the release from entering nearby surface waters, if possible.

(4) Providing security for the release area to insure that site or contract employees do not unknowingly enter this area.

(5) Sounding the alarm to nearby workers who could potentially be affected by the incident.

The responding employee should only take these actions if the release occurred in their work area.

The following critical plant activities or system shutdown will be performed by site employees prior to evacuation:

All power to building will be shut down.

Approved rescue and medical duties to be performed by site employees will include:

Notify all employees (on duty), have a head count.

Help with Emergency Rescue.

2.4.2 Emergency Coordinator and Chain-of-Command

Table 2-2 provides a list of the primary and alternate ECs for the location, including their duties, home addresses and phone numbers. They have been listed in order of preferred notification. In addition, the table provides a list of the employees who may be called upon to address small and contained releases as part of a emergency response. Specific job descriptions are further outlined in Appendix F.

TABLE 2-2
LIST OF EMERGENCY RESPONSE PERSONNEL

	Name	Work Extension	Home Address	Home Phone
EMERGENCY Fire Dept.	Artesia, NM	505-746-2701	309 N. 7th	
ALTERNATE Police Dept.	Artesia, Police	505-746-2703	702 W. Chisum	
Water Quality		505-827-2824		
EMPLOYEE RESPONSE TEAM				
HazMat Team	~~Steve Thomas~~	~~505-392-6711~~		~~915-524-4078~~
	~~Tim Gray~~	~~505-746-3588~~		~~505-746-4661~~
	Robert Lewis	505-748-3588		505-365-2948
	Mike Harrison	505-748-3588		505-365-2160
	Mike Jorren	505-748-3588		505-746-6153
Rescue Team	Robert Lewis	505-746-2701		505-748-2824
Fire Brigade				
Security				
Count Team				

2.4.3 Duties of Emergency Coordinator

The duties of the EC or his alternate are:

(1) Determine the source, character, amount, and extent of the release or incident.

(2) Assess the potential hazards to the site, environment, and neighboring community due to the incident, including possible toxic gases, hazardous runoff, etc.

(3) Sound the site alarm and/or evacuation command to alert employees, when required.

(4) Report release to the Regulatory Affairs (RA) Group in Houston in accordance with Section 2.5.

(5) Contact outside remediation services or local emergency response teams to assist with incident or injuries too serious to be addressed by site personnel.

(6) Contact Local Emergency Planning Committees (LEPC) and neighboring industries, if necessary, for assistance or to report off site releases.

(7) Commit manpower and equipment for minor incidents which can be reasonably corrected by the site personnel.

(8) Direct remediation efforts to contain and control the release in accordance to this plan.

(9) Document the remedial effort, including taking photographs if possible.

(10) Coordinate cleaning and disposal activities, including recovering usable products from the release.

(11) Ensure that all emergency equipment used during the incident is clean and fit for use prior to placing these devices back into service. Replace spent equipment where necessary.

(12) Generate follow-up incident report.

(13) As instructed, and after consulting RA, answer inquiries by the local media regarding the incident. Further information regarding media relations can be found in the Environmental Field Manual.

2.4.4 Emergency and Personal Protection Equipment

Table 2-3 provides a list of both Emergency Response and Personal Protection Equipment located on site which can be used in the event of a major spill or fire. This table also identifies storage locations of this equipment as shown in the site plot plan (Appendix A).

TABLE 2-3
LIST OF EMERGENCY RESPONSE AND PERSONAL PROTECTION EQUIPMENT

EMERGENCY RESPONSE	QUANTITY	DESCRIPTION	LOCATION	CAPABILITIES
Fire Extinguishers	2	A B C	Designed	
Hay Bales	No			
Oils Booms	No			
Chemical Absorbant (Pads/Socks/Pillows)				
Shovels/Brooms	2	Normal	Designed	
Open-Top 55-Gallon Drums	2	Ring Top	Jal, NM	
Salvage Drums				
Sump Pump	No			
HazMat Kit	1	Vallen	Designed	
Other (List)				
Heavy Equipment (List)				

TABLE 2-3 (CON'T)
LIST OF EMERGENCY RESPONSE AND PERSONAL PROTECTION EQUIPMENT

PERSONNEL PROTECTION	QUANTITY	DESCRIPTION	LOCATION	CAPABILITIES
Chemical Resistant Coveralls	No			
Respirators:	2	Oxygen	Designed	
(Air Purifying)				
(SCBA)	1	Scott Pack		30 Minutes
(Cartridge)				
(Emergency Escape)	In Place	In Place	Above Door	
Chemical Resistant Gloves	12	Rubber		
Boots, Acid Resistant	2	Chem. Boots		
Combustible Gas Indicators	No			
Goggles/Face Shield				
	2	M S A		
Other (List)	Safety Goggles	Scott		
	Safety Glasses	Z-87		

2.4.5 Equipment Cleaning/Storage

Upon completing remedial response activities, the HazMat Team or hired contractor will be responsible for cleaning equipment and securing contaminated soils and/or water.

(1) Disposable contaminated equipment, gloves, coveralls and respirator cartridges shall be placed in 55-gallon drums or 30-gallon fiberpacks until such time as their disposal can be scheduled;

(2) Shovels, brooms, hoses, pumps, and other portable equipment shall be thoroughly rinsed using appropriate cleaning solutions in an area capable of containing all rinsates; and

(3) Larger excavation and construction vehicles such as backhoes, trucks, or graders shall also be cleaned and decontaminated using appropriate cleansers and water. Care shall be taken to collect all rinse waters for further evaluation.

After cleaning, all equipment shall be inspected by the EC to insure that it is in proper working condition.

Contaminated materials shall be stored in the following manner:

(1) Cleaning fluids or rinsates shall be collected and drummed at the site. These fluids shall be tested to determine if contaminated.

(2) Drums containing hazardous waste (including contaminated personal protection equipment and rinsate) shall be appropriately labeled and placed in the Waste Storage Area.

(3) Oil-contaminated soils will be drummed and labeled as non-hazardous materials. Large amounts of oily soils may be stored upon and covered with plastic until such time as a roll-off bin can be obtained for storage purposes.

(4) Soils contaminated with hazardous substances will be properly tested and disposed as hazardous waste, where necessary.

All materials sent off site for disposal shall be properly manifested in accordance with applicable regulatory requirements. These procedures are further detailed in the Waste Management sections of the Environmental Field Manual.

2.5 Release Notification Procedures

2.5.1 Internal Notifications

Oil spills and hazardous substance releases must be immediately reported to the RA Group in Houston. Should RA be unavailable, releases will be reported to one of the following numbers: 713/599-7400, 800/231-3606 or 713/960-7220 (Emergency Response Pager Number). Information needed in this report includes:

(1) Name and address (including county and township) of the facility;

(2) Time of incident;

(3) Nature of incident, including type of substance released, estimated quantity released, and source/cause of release. Have the Material Safety Data Sheets available;

(4) Proposed actions to contain, clean up, and remove the substance and/or actions underway.

(5) Extent of any injuries and identification of any environmental/public/personnel hazards;

(6) Personnel presently on the scene, and the name and phone number of the individual coordinating the on-site response; and

(7) Names of any agencies, BPC employees, or others (i.e., media groups) notified of the incident.

An "Incident Report" will also be completed and forwarded to these parties as soon as technically feasible by the EC.

Table 2- 4 provides a list of common materials stored at BPC sites and their related Reportable Quantities (RQ). Additional RQs are presented in Appendix G. The RA Group will determine if the release constitutes a:

(1) Reportable Quantity under CERCLA;
(2) Reportable Release under the Clean Water Act or RCRA; or
(3) Reportable Threshold Quantity under SARA Title III.

This information will be helpful in making that determination.

The EC is responsible for determining the type and quantity of material released prior to reporting the incident. This information will be used by RA to determine if Agency reporting is necessary. RA will be responsible for immediately contacting the appropriate Federal and State Authorities, if necessary.

TABLE 2-4
REPORTABLE QUANTITY

MATERIAL	EPA WASTE CODE	REPORTABLE QUANTITY
Oil	—	42 gals or sheen on water
Varsol	D001	100 lbs
Methyl Ethyl Ketone	F005, U159	5000 lbs
Xylene (Xylol)	F003, U239	1000 lbs
Toulene (Toluol)	F005, U220	1000 lbs
1,1,-Trichloroethane	F001, U159	1000 lbs
HAN	D001	100 lbs
HAS	D001	100 lbs
Acrolein	P003	1 lb
Acetone	U002	5000 lbs
Methanol	F003, U154	5000 lbs
Sulfuric Acid	D002	1000 lbs
Isopropanol	D001	100 lbs
Fina Aromatic Solvent	—	42 gals or sheen on water

**Additional RQs are provided in Appendix G. Individual State requirements may be more stringent. Consultation with the applicable State Agency may be necessary.*

2.5.2 External Notifications

All off site releases of hazardous materials shall be reported verbally to the Local Emergency Planning Committee by the EC. In making a determination whether an off site release has occurred, the EC will consider all resulting air emissions. Names, addresses, and phone numbers of the appropriate parties are provided below:

Name	Organization	Number
1.2.4.1	External Reporting - All required assistance should be summoned through the 911 operator. The call to 911 is the responsibility of the individual witnessing the emergency.	

The RA Group is responsible for providing follow-up written notifications to the LEPC. In addition, the RA Group shall be responsible for making written notification of releases involving Reportable Quantities (RQ) of hazardous substances or oils to the appropriate State and Federal Regulatory Agencies. For spills in excess of the hazardous substance RQ, the RA Group shall submit a written report to the EPA Administrator and/or State Agency containing the following:

(a) Name, address and number of the facility owner;
(b) Name, address and number of the facility;
(c) Date, time and type of incident;
(d) Name and quantity of substance released;
(e) Extent of any injuries;
(f) An assessment of the potential or realized hazards to human health or the environment; and
(g) An estimation of the quantity and disposition of recovered materials resulting from the incident.

For oil spills in excess of State or Federal guidelines; within the required deadline, RA Group shall submit a written report to the responsible Agency detailing:

(a) Name of facility owner;
(b) Name and location of facility;
(c) Date and year of initial facility operations;
(d) Description of facility including maps, topos, and flow diagrams;
(e) A copy of this plan;
(f) Cause of the spill;
(g) Corrective actions taken including any repairs; and
(h) Preventive measures taken to minimize the potential for similar releases.

2.6 Evacuation Plan

The EC shall inform site employees if evacuation of the facility is warranted. An evacuation plan has been developed and is attached as Appendix H. Evacuation of the facility shall be performed in the following manner:

(1) Facility employees and contractors shall walk quickly and orderly to the Front of the office. where a head count shall be taken;

(2) Employees should remember to remain up- or cross-wind of the release area at all times, if possible.

(3) Upon completing a head count, the EC will attempt to determine the status of missing shift workers. Should rescue operations appear necessary, the EC shall inform local emergency response teams.

(4) All non-essential personnel will then move outside the facility and will not be given access to the site until the EC has given the "all clear".

(5) The EC shall recommend the evacuation of local residences and industries to the appropriate officials, where necessary.

A map plan depicting the acceptable routes from the operating portions of the site is presented in Figure 2-2. This map depicts emergency rally points and will be prominently posted at each access point at the facility. The following individual, Ron Matthews, will be responsible for performing the necessary employee and visitor head count during evacuation. Visitors must log-in at each BPC facility when entering the premises and must also be informed of evacuation procedures in case of an emergency.

Figure 2-2

2.7 Arrangements with Emergency Response Contractors

The facility has made agreements with the following firms to assist the company with any required remedial actions for releases:

Firm	Phone Number
National Response Center	800-424-8802
Water Quality	505-827-2824

2.8 Agreements With Local Emergency Response Teams/ Coordination With Neighboring Industries

The facility may also call on the following local emergency response teams should their assistance be required:

Police: 911 (Emergency) 505-746-2703 Artesia, Police Department
Fire Department: 911 (Emergency) 505-746-2701 Artesia, Fire Department

Hospital: Artesia General Hospital 505-748-3333

Emergency Medical Services: 505-746-2703

Records of response agreements made with the above teams are retained at the site and available for review.

The following industries are located within 1 mile of the facility:

Industry	Address	Number
No Industries are located within a 1 mile radius.		
BULLDOG CONSTRUCTION	2404 INDUSTRIAL AVE.	505-746-4707
DEANS INC.	409 COMMERCE RD.	505-748-3400
FLOW PRODUCTS	IND. PARK	505-748-3387

Under the following conditions the EC shall inform these industries of an environmental incident:

(1) a hazardous substance release occurs into a nearby water course;
(2) a release or fire occurs, which due to its extent, may interfere with neighboring industry operations; and
(3) a release occurs, which due to the toxicity or hazard involved, may endanger neighboring industry employees.

2.9 Clean-Up Procedures

Techniques used to clean-up and contain spills shall conform with the Environmental Programs Manual and training received. The equipment present on site to address these type of releases are listed in Table 2-3. The primary purposes of any action taken when responding to a spill are:

(1) Restrict the spill to the smallest possible area. Block off or close all area drains;
(2) Avoid contaminating facility drains and ditches; and
(3) Use sandbags, adsorbents and fill dirt to construct temporary containment structures where necessary.

2.9.1 Petroleum Spills

(1) Restrict spill to containment area if possible by stopping or diverting flow to the tank.

(2) Small spills and leaks should be remediated as soon as feasible. Use adsorbent pads wherever possible to reduce the amount of contaminated articles.

(3) If the release exceeds the containment system capacity, immediately construct additional containment using sandbags or fill material. Never allow the oil to seep into soils or drains.

(4) After all recoverable oil has been collected and drummed, place contaminated soils and articles in containers.

(5) If a release occurs into a facility drain or nearby stream, immediately pump any floating layer into drums. For high velocity streams, place oil booms or hay bales between the release area and the plant boundary. As soon as possible, excavate contaminated soils and sediments.

(6) For larger quantity of soils, construct temporary waste piles using plastic liners and wood settings.

(7) Dispose of oily soils and contaminated articles in accordance with applicable State regulations.

(8) Decontaminate all equipment before storing.

(9) Document and report activities to RA Houston, as soon as feasible.

2.9.2 Hazardous Substance Releases

(1) Identify the material and quantity released.

(2) Block off drains and containment areas to limit the extent of the spill. Water should never be used to disperse a spill unless absolutely necessary.

(3) Ensure that Personnel Protection Equipment and containers are compatible with the material released.

(4) Collect and reclaim, if possible, as much of the spill using a hand pump or similar device. Containerize contaminated soils. Never place incompatible materials in the same drum.

(5) Take a sample of the substance for analysis and waste profiling. Contact the Houston Office for scheduling analytical work.

(6) Place a hazardous waste label with appropriate waste code on the drums containing contaminated materials. Move drums to the Hazardous Waste Storage Area.

(7) Decontaminate all equipment in a contained area. Collect and containerize decontamination fluids.

(8) Document and report activities to RA Houston.

In addition to these activities, surface water outfalls located at the site property boundary will be visually inspected for oily or contaminated discharges. Flow at locations which appear affected by the release shall be impeded:

(1) with sand bags, adsorbent pads, or hay bales as necessary to prohibit the migration of contaminants off site or

(2) with temporary earthen berms to impede large quantities of affected water.

2.9.3 Fires/Explosions

Should a fire occur, the employee should not attempt to extinguish the fire unless (1) it is in the incipient stage and can be extinguished with a portable extinguisher of which the employee has been trained or (2) the responder has completed the BPC Fire Training Course.

3.0 PLAN AVAILABILITY

One copy of this plan shall be retained at the facility and presented for review to each regulatory agency upon request. In addition, one completed copy shall be maintained by the BPC RA Group in Houston. This plan shall also be submitted to any LEPC upon request.

Finally, if it is determined that assistance may be required in the event of an emergency at the site from local police departments, hospitals, and state and local emergency response teams, a copy of the plan will be submitted to that organization by the facility after conferring with the RA in Houston. In addition, BPC invites these teams to visit the facility to familiarize themselves with the site emergency response procedures and equipment.

4.0 PLAN IMPLEMENTATION

This plan shall be implemented upon any release of hazardous waste, hazardous substance, or petroleum products in quantities exceeding those listed in Table 2-4 and Appendix G. Depending upon the type and quantity of material released, the extent of remedial response will vary.

5.0 PLAN AMENDMENTS AND REVIEW

Amendments to the plan may be initiated by either BPC or the EPA Regional Administrator (or authorized State Agency). This plan shall be reviewed and revised on an annual basis, or as needed, by the Site Manager or designated representative. Changes may be made to the plan by removing inaccuracies and writing in the revised and corrected information. Every three years, this document shall be submitted to the Houston RA Group for corrections and re-issuance. In addition the plan will be revised:

(1) Whenever a change has occurred in facility design due to construction, operations or maintenance that materially affects the potential for an oil spill or increases the potential for fire, explosion, or release of hazardous substances, or modifies the response necessary during an emergency.

(2) When required by the EPA after review or when applicable regulations change.

(3) The list of emergency coordinators or emergency equipment changes.

(4) The Plan fails during an emergency.

BPC will submit the Plan to the EPA Regional Administrator whenever one of the following occurs:

(1) Discharges of more than 1,000 gallons of oil into navigable waters in a single spill event;

(2) Discharge of oil in harmful quantities as defined by 40 CFR § 110 into navigable waters during two reportable spill events in a twelve-month period. A harmful quantity is defined as: (1) an oil spill which causes a film or sheen upon or discoloration of the surface of the water or adjoining shore lines or causes a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shore lines, or (2) violates applicable water quality standards; or

(3) When requested to do so by the US EPA.

Any information made available to the EPA will also be sent to the Water Pollution Control Division of the appropriate State Agency.

APPENDIX A.
FACILITY PLOT

APPENDIX B.
STORAGE FACILITY MAINTENANCE RECORDS

APPENDIX C.
STORAGE AREA INSPECTION FORMS

APPENDIX D.
POLLUTION INCIDENT LOG

APPENDIX E.
EMPLOYEE TRAINING RECORDS

APPENDIX F.
JOB TITLES AND DESCRIPTIONS

APPENDIX G.
REPORTABLE QUANTITIES

APPENDIX H.
EVACUATION PLAN

BAKER HUGHES

Baker Petrolite
12645 West Airport Blvd.
Sugar Land, TX 77478

JUL 2 0

June 30, 2000 Certified Receipt # P662 833 369

Mr. Jack Ford
NM Energy, Minerals & Natural Resource Department
Oil Conservation Division
240 South Pacheco Street
Santa Fe, NM 87505

Re: Renewal of Discharge Plan GW-203 for Hobbs and Jal, NM Facilities
Renewal of Discharge Plan GW-204 for Artesia, NM Facility

Dear Mr. Ford,

Please see enclosed Discharge Plan renewal applications for Baker Petrolite facilities located in Hobbs, Jal and Artesia, NM. I have included the original renewal along with one copy. Included are copies of each facility's Emergency Response and Employee Contingency Plans for your reference and information. Also enclosed is a check for $100 to cover the filing fee for both GW-203 and GW-204 Discharge Plan renewals. A copy of each renewal will be submitted to the appropriate ODC district offices as well.

Please note that our corporate office address has changed for our Hobbs, Jal, Artesia and Bloomfield, New Mexico facilities. This new address is:

Baker Petrolite
12645 West Airport Blvd.
Sugar Land, TX 77478

Please contact me at (281) 275-7259 if you have any questions. Thank you for all your assistance.

Sincerely,

Tina Proctor
HSE Specialist

Enclosed: GW-203 Discharge Plan Renewal (Hobbs and Jal): Emergency Response Plans, Topographical maps
GW-204 Discharge Plan (Artesia): Emergency Response Plan, Topographical map
Filing fee for $100

GW-203 copy to: OCD
1625 N. French Dr.
Hobbs, NM 88240

GW-204 copy to: OCD
811 South First
Artesia, NM 88210