

H₂S - 49

H₂S
CONTINGENCY
PLAN

(Also see GW-021)

Chavez, Carl J, EMNRD

From: Gonzales, Elidio L, EMNRD
Sent: Thursday, July 18, 2013 9:28 AM
To: VonGonten, Glenn, EMNRD; Griswold, Jim, EMNRD; Chavez, Carl J, EMNRD
Cc: Sanchez, Daniel J., EMNRD; Dawson, Scott, EMNRD
Subject: FW: Oxy H2S Meeting in Hobbs

FYI----

-----Original Message-----

From: Kelley_Montgomery@oxy.com [mailto:Kelley_Montgomery@oxy.com]
Sent: Thursday, July 18, 2013 9:11 AM
To: Gonzales, Elidio L, EMNRD
Cc: scott_hodges@oxy.com; Hollen_Wheeler@oxy.com
Subject: FW: Oxy H2S Meeting in Hobbs

Hi E.L.,

As we discussed on the phone, below is the information that will be published in the Hobbs Sun regarding our H2S awareness training for the Hobbs residents as part of our H2S contingency plan. As I mentioned earlier, Oxy representatives and the Fire Dept will be there to ensure all questions are answered. Looking forward to seeing you there.

--Kelley
713-366-5716

Lea County residents are invited to an educational meeting on hydrogen sulfide gas, also known as H2S. Learn what hydrogen sulfide is, how to detect H2S, the potential health effects of exposure and the precautions to take if an unexpected release occurs.

When: Tuesday, July 23, 2013, 5:30-7:30 p.m. (Come and go event)

Where: Lea County Event Center, 5101 Lovington Highway, Hobbs, N.M.

Refreshments will be served.

Chavez, Carl J, EMNRD

From: VonGonten, Glenn, EMNRD
Sent: Friday, May 18, 2012 11:56 AM
To: Chavez, Carl J, EMNRD
Subject: FW: Indian Basin H2S Contingency Plan
Attachments: OXY IBGP 5.2012 EAP.DOC; IBGP Plot Plan.pdf; IBGP Radius of Exposure.pdf

-----Original Message-----

From: Nicholas_Edwards@oxy.com [mailto:Nicholas_Edwards@oxy.com]
Sent: Friday, May 18, 2012 9:31 AM
To: VonGonten, Glenn, EMNRD
Cc: Charles_Wagner@oxy.com; Karen_Sinard@oxy.com; Rodney_Campbell@oxy.com
Subject: Indian Basin H2S Contingency Plan

Mr. von Gonten,

Karen Sinard contacted me yesterday and informed me about your request to see our H2S Contingency Plan. I have attached our Emergency Action Plan (EAP) for your review. The H2S Contingency Plan is an attachment within the EAP. It will be found in section IV A (pg 13). I have also attached a few other documents as well. You will find the plot plan for the Indian Basin Gas Plant and an ROE map included below. If you have any other questions regarding our H2S Contingency Plan please feel free to contact me and I will be more than happy to help you out and get you what you need.

Regards,

Nick Edwards
HES Team Lead
Permian Primary
Office: 432-685-5843
Cell : 806-777-2615
Fax : 713-985-1713

OXY PERMIAN

EMERGENCY ACTION PLAN INDIAN BASIN GAS PLANT

This document includes Eddy, Lea, Chavez and Roosevelt Counties in New Mexico for Indian Basin Gas Plant and Production Well Facilities

REVISION NUMBER	DESCRIPTION OF CHANGE	WRITTEN BY	APPROVED BY	EFFECTIVE DATE
	Contact Updates			2.15.2012
5	Contact Updates	RDC	TB	5.9.2012

TABLE OF CONTENTS

I.	PURPOSE	4
II.	SCOPE	4
III.	EMERGENCY ACTION PLAN	4
A.	Emergency Reporting Procedure	4
1.	Fires or Explosions	4
2.	Personal Injury or Death	5
3.	Spills	6
4.	Bomb Threat	7
5.	Hazardous Gas Release	8
6.	Natural Disasters	8
7.	Non-Oxy Emergencies	8
B.	Emergency Evacuation Procedure	9
1.	Activate Emergency Evacuation Procedure	9
2.	Activation of Evacuation Alarm	10
3.	Location of Muster Areas	10
C.	Critical Operations Procedures prior to Evacuation	10
D.	Procedures to account for all employees after evacuation	10
E.	Rescue or Medical Duty Procedures	11
1.	Medical Duty Procedures	11
2.	Rescue Procedures	11
F.	Employee Contacts	12
1.	Plan Information Contacts	12
IV.	ATTACHMENTS	13
A.	Hazardous Gas (H₂S) Release Contingency Plan	13
1.	Plan Scope	13
2.	Emergency Procedures	13
3.	Characteristics of Hydrogen Sulfide (H ₂ S) and Sulfur Dioxide (SO ₂)	19
4.	Maps and Drawings	21
5.	Training and Drills	21
6.	Coordination with State Emergency Plans	22
7.	Activation Levels of Hydrogen Sulfide Contingency Plan	22
B.	HAZWOPER Trained Personnel	24
C.	Emergency Contact Lists	24

1.	Emergency Service Outside Support Contact List	24
2.	Area Neighboring Land Owner Contact List	28
3.	Corporate Contact List	28
4.	Contractor Support Contact List	29
D.	Incident Classification	30
1.	Definitions	30
2.	Notification and Reporting Requirements	32
E.	Check Lists	33
1.	Fire or Explosion Check List	33
2.	Spill Response Check List	34
3.	Bomb Threat Check List	35
F.	Safety Equipment	36
G.	OXY-Permian (Carlsbad) Incident Notification Flowchart	36
H.	Indian Basin Gas Plant Plot Plan	36
I.	Indian Basin Radius Of Exposure Map	36

I. PURPOSE

This Emergency Action Plan is intended to provide prior planning and guidance in responding to emergency incidents. The primary considerations in its development are personnel and public safety, protection of company and public property and protection of the environment.

The New Mexico Indian Basin Gas Plant and Production Area team is responsible and accountable for the implementation, evaluation, and maintenance of this Emergency Action Plan in accordance with Oxy Permian's safety guidelines as well as 29 CFR 1910.38.

II. SCOPE

This plan addresses varied emergency situations that may occur in the Oxy Permian Operating Area, and it recognizes that flexibility and the use of the organization's knowledge and experience is critical to safe resolution of emergency incidents. Response actions outlined in the plan provide a framework that may be placed into operation without confusion. This will promote quick and decisive actions while protecting the safety of personnel and the public.

III. EMERGENCY ACTION PLAN

A. Emergency Reporting Procedure

In all cases of emergencies notification of any of the following types of emergencies should follow the OXY-Permian (Carlsbad) Incident Notification Flow Chart. See attachment - **OXY-Permian (Carlsbad) Incident Notification Flowchart**

1. Fires or Explosions

It is the intent of Oxy Permian that employees will fight fires only in their "incipient" stage of fire fighting, utilizing hand held fire extinguishers. All Team Members will be given annual training in the use of equipment available for fire fighting and/or fire containment.

Any Oxy Permian employee who helps to coordinate fire department responses must be utilizing appropriate Personal Protective Equipment (PPE) as specified by the Operations Team Lead, HES Specialist, or the Unified Command.

The responding fire department will have primacy when they have received a call from an Oxy Permian representative requesting assistance in controlling a fire on any Oxy Permian property. The responding fire department's actions, coordinated with the Operations Team Lead or the Unified Command, will be to contain and extinguish the fire.

The following steps shall be followed by Oxy Permian employees after discovery of a fire:

- a) The Individual who discovers a fire shall:
 - (1) Make a decision whether to attempt to fight the fire or call for help
 - (2) Notify the Operations Team Lead for the area, after controlling an incipient stage fireIf the fire is not in its incipient stage,
- b) All Personnel shall:
 - (1) Initiate an emergency shutdown
If possible,
 - (2) Operate the valves necessary to shut in or divert gas to flare as they exit the facility, but only if they can do so without incurring undue risks
 - (3) Evacuate the area
 - (4) Call the Operations Team Lead for that area or one of the Management Members listed on the Emergency Telephone List
- c) The Operations Team Lead or Management Member called shall assign duties to assigned personnel to:
 - (1) Call the fire department
 - (2) Call the appropriate employees
 - (3) Notify regulatory agencies
 - (4) Authorize re-entry to the area

2. Personal Injury or Death

If a personal injury or death occurs on Oxy Permian property the following steps shall be taken:

- a) Call for assistance
- b) Prompt medical treatment for the victim shall be administered. This is the responsibility of all trained individuals. Treatment of injured persons is to be concentrated toward life threatening conditions (A, B, C's) such as:
 - (1) Airway Obstructions
 - (2) Breathing
 - (3) Circulation and Spinal injured personsDo not move the victim unless the injured is in a hazardous environment or situation that is an imminent danger to the victim or responders
- c) Summon an ambulance for any injury that appears to be serious

3. Spills

a) Oil and Produced Water Spills

In the event of an oil or produced water spill the following steps shall be taken:

- (1) The individual who discovers the spill shall:
 - (a) Immediately notify the appropriate Operations Team Lead for the area the spill has occurred
 - (b) Assess the situation
 - (c) Safely stop the source of the spill from an area identified as non-hazardous from a toxic or IDLH concentration

NOTE: If the condition of the area is unknown, all incident scenes shall be treated as IDLH

- (2) The Operations Team Lead shall:
 - (a) Proceed to the spill site to direct control and containment activities
 - (b) Assess the need for additional assistance and equipment
 - (c) Immediately contact the HES Specialist if additional assistance and equipment is needed

b) Chemical Spills

In the event of a chemical spill the following steps shall be taken:

- (1) The individual discovering the spill shall:
 - (a) Contact the appropriate Operations Team Lead for the area that the spill has occurred
 - (b) Attempt identification of the material spilled with the proper PPE

Upon proper identification of the chemical,

- (2) The Operations Team Lead shall:
 - (a) Contact the local HES Specialist,
 - (b) Consult the Material Safety Data Sheet (MSDS) and/or DOT Emergency Response Guidebook for hazardous chemical characteristics and proper handling procedures

After proper handling procedures have been identified, control and containment of the spill shall begin.

If the incident is to be regulated by HAZWOPER guidelines, then all site activities must be directed by the Operations Team Lead or HES Specialist.

If HAZWOPER does not apply,

- (3) The Operations Team Lead shall
 - (a) Proceed to the spill site and direct control and containment activities
 - (b) Determine the need for additional assistance and equipment
 - (c) Immediately contact the HES Specialist if any additional assistance or equipment is needed

NOTE: CHEMTREC (800-424-9300) may be contacted with any questions and/or direction concerning appropriate responses or chemical hazards

4. Bomb Threat

In the event of a bomb threat the following steps shall be taken:

- a) The individual receiving the call, on or off site, should:
 - (1) Try to get as much information as possible from the caller
 - (2) Immediately contact the Operations Team Lead for the area
- b) The Operations Team Lead shall:
 - (1) Notify Corporate Security at (713) 215-7157 and follow the directions given
 - (2) Consider evacuation of the plant/location
 - (3) Deem necessary whether road-blocks may need to be set up at the plant entrances and road intersections
 - (4) Inform Police or Sheriff's Department
 - (5) Inform Fire Department
 - (6) Contact the Houston Hotline for technical assistance and communication support
 - (7) Organize search efforts with the assistance of the local law enforcement agencies

If a bomb is actually located or a bombing does occur,

- (8) Contact the Alcohol, Tobacco & Firearms Commission
- (9) Notify Public Affairs and the area Operation Manager
- (10) Work with the media and initiate documentation efforts

5. Hazardous Gas Release

In the event of a hazardous gas release the Hazardous Gas Release Contingency Plan will be activated. See attachment - **Hazardous Gas (H2S) Release Contingency Plan**

6. Natural Disasters

a) TORNADOES

If a tornado is sighted,

(1) The Individual sighting the tornado should:

- (a) Notify other persons in the area by radio and/or mobile phone
- (b) Contact Operations Team Lead
- (c) If the individual has had "spotter" training through the National Weather Service, contact the County Sheriff's Office to report funnel clouds or tornadoes
- (d) Seek cover in a low-lying area away from power lines (i.e. ditch or culvert), or cover in an internal room with no windows

After the tornado has passed,

(2) The Operations Team Lead shall:

- (a) Coordinate accounting of all employees
- (b) Evaluate damage assessments and make appropriate notifications

NOTE: The Emergency Action Plan will remain in effect until operations return to normal.

b) EARTHQUAKES

If an earthquake occurs,

(1) The Operations Team Lead shall:

- (a) Account for all employees
- (b) Evaluate for damage
- (c) Keep the Emergency Action Plan in effect until the emergency is over and operations are returned to normal

7. Non-Oxy Emergencies

It is possible that an OXY employee could discover a potentially hazardous leak from a pipeline or other facility not operated by OXY. Leaks could be reported to OXY personnel but upon investigation, turn out to be from someone else's facility. In such instances, the OXY employee(s) involved should lend assistance without unduly endangering

themselves. Generally, such assistance would include the following actions:

- a) Immediately notify OXY supervisors or HES personnel of involvement in "Non-OXY" emergency
- b) Alert and/or assist any person apparently in immediate danger without entering a toxic or IDLH atmosphere
- c) Notify the appropriate Public Safety Personnel of the location and nature of the emergency and assistance as needed
- d) Notify the Operator of the facility if the identity can be determined. See Attachment - **Pipeline and Other Companies Contact List**
- e) Continue to lend assistance, such as manning road barricades, until relieved by employees of the Operator or Public Safety Personnel

B. Emergency Evacuation Procedure

1. Activate Emergency Evacuation Procedure

When an emergency evacuation is deemed necessary the following steps shall be taken:

- a) Contact the first available designated Supervisor on the call list
- b) Notify the Supervisor of the circumstances and whether or not immediate assistance is needed
- c) Activate Emergency Evacuation Alarm
- d) Initiate a facility ESD / BD if necessary
- e) Obtain the facility sign-in sheet
- f) Proceed to the designated muster area
- g) The Supervisor shall:
 - (1) Notify (or arrange for notification of) other supervisors and other appropriate personnel (including public officials) on the call list
 - (2) Make recommendations to public officials regarding blocking unauthorized access to the unsafe area and assist as appropriate
 - (3) Make recommendations to public officials regarding the evacuation of the public and assist as appropriate
 - (4) Notify, as required, state and local officials and the National Response Center to comply with release reporting requirements
 - (5) Monitor the ambient air in the area of exposure (after following abatement measures) to determine when it is safe for re-entry

2. Activation of Evacuation Alarm

This procedure shall be performed when an emergency evacuation has been initiated. The following steps will be performed from a Whelen encoder located either in the Indian Basin Gas Plant control room or the main office foyer.

- a) Press the "PA" button then the "Send" button
- b) Announce the preferred muster area location over the public address system using the public address radio mic.
- c) Press the "Clear" button then the "Send" button
- d) Press the "WAIL" button then the "Send" button

The evacuation alarm will sound for 30 seconds and then deactivate.

3. Location of Muster Areas

- a) Indian Basin Gas Plant

The primary muster area is located across the road from the main office, near the Wilson Warehouse. If this primary location is deemed unsafe for assembly due to the close proximity of the incident site, wind direction, or other reason; an alternative (secondary) muster area has been designated southeast of the plant near the scrap metal storage area (beyond the horizontal storage bullet tanks). If this area is also deemed unsafe for any reason, another muster area will be announced over the PA speaker.

- b) Carlsbad Field

Muster areas will be decided during the prejob safety meeting. In lieu of a safety meeting the practice of moving uphill and upwind of the release will be followed.

C. Critical Operations Procedures prior to Evacuation

This section is not applicable to the Indian Basin Gas Plant nor the Carlsbad Field operations because there are no critical operations in need manning prior to an evacuation.

D. Procedures to account for all employees after evacuation

At the designated muster area following an evacuation the Operations Team Lead shall designate one of the Oxy employees to take a head count of all persons suspected to be in the area of the incident including Oxy and contract employees as well as any visitors. At the Indian Basin Gas Plant the facility sign in sheet that was collected prior to evacuation will be used to facilitate the head count. Oxy employees and contractors/visitors should muster in separate groups to aid in a swift head count. Personnel unaccounted for will be reported to the Operations Team Lead as soon as possible.

If missing persons are identified Rescue procedures shall be initiated.

E. Rescue or Medical Duty Procedures

1. Medical Duty Procedures

In the event someone is injured, loses consciousness, or becomes suddenly ill, at least one employee currently certified in first aid and CPR shall be summoned by the responding employee. When the extent of the injury is unknown, the person should not be moved unless he/she is in danger of further injury or illness.

The first aid/CPR certified employee shall:

- a) Summon the Carlsbad EMS if they decide it appropriate
- b) Remain with the injured or ill person and administer care until the ambulance arrives.

If the injured employee suddenly loses consciousness or is found unconscious, high levels of hydrogen sulfide gas in the area shall be assumed and Rescue procedures shall be initiated.

2. Rescue Procedures

After an evacuation head count identifies missing persons the Operations Team Lead shall:

- a) Designate a team of two persons that will be sent to search and rescue the missing persons only if it can be done safely and with appropriate personal protective equipment
- b) Designate a backup team of two employees to remain on standby until the rescue is completed.
- c) Rescuers shall remain within eyesight of one another and in radio contact with the muster area at all times.

The responding employee(s) shall:

- d) Attempt to contact another person and inform them of the emergency so he/she can summon help if they are alone on location.
- e) Don a self-contained breathing apparatus (SCBA) and any other appropriate personal protective equipment prior to rescue. Rescue by two persons with two standby persons is preferred.
- f) Transport the unconscious person to fresh air and examine for breathing and pulse.
- g) Perform rescue breathing or CPR if appropriate. Appropriate personal protective equipment shall be used by the caregiver. (See the Blood-borne Pathogens Program for details.)
- h) Any person overcome by hydrogen sulfide gas should be seen by a physician as soon as possible.

The Operations Team Lead or designee shall investigate the incident immediately to ensure that a hazardous atmosphere no longer exists.

Appropriate accident forms and notifications shall be completed. The New Mexico OSHA office in Santa Fe shall be notified within 48 hours in the event of a fatality or catastrophe (hospitalization of five or more individuals). See the Emergency Call List.

F. Employee Contacts

The following people may be contacted for more information on this plan and all employees' roles and responsibilities in this plan.

1. Plan Information Contacts

- a) Operations Team Lead
- b) HES Supervisor
- c) HES Specialists



IV. ATTACHMENTS

A. Hazardous Gas (H₂S) Release Contingency Plan

1. Plan Scope

This plan has been developed for use to alert and protect the public with due consideration of API RP 55 and in accordance with Subsection B of 19.15.11.9 NMAC.

2. Emergency Procedures

a) Personnel Responsibilities

(1) Operations Team Lead

The Operations Team Lead serves as the Incident Commander and will direct the actions of all team members on-site and initiate an evacuation as necessary to the designated mustering point. The Operations Team Lead will determine when an emergency is considered over and operations have returned to normal. The Operations Team Lead will take a leadership role in establishing a Unified Command with civil authorities, local responders, and community response officials. The Production Coordinator will also be responsible for all direct contact with the news media and for all other documentation. Primary responsibility is to notify or delegate all Oxy Permian and contract personnel as well as civil authorities required for emergency response to the situation.

(2) HES Representatives

The HES Representative serves as the Safety Officer in the ICS structure. The primary responsibility of the local HES Representative is to notify the appropriate regulatory agencies whenever environmental concerns and regulations dictate. Additionally, the HES Representative is responsible to provide clean-up directions and requirements for spill remediation, to include disposal guidelines. The HES Representative is responsible for assessing the hazards of the situation, advising the Operations Team Lead of those hazards and appropriate responses, to ensure the safety of response personnel. HES Representative will take the lead in assisting the Unified Command in establishing "Hot" and "Cold" zones as dictated by the incident. The HES Representative should coordinate all required regulatory agency and Houston Office notification in the event of serious injury or death. HES Representative should assist in acquiring and deploying the appropriate Personal Protective Equipment

(PPE) as needed. After returning to normal operations, the HES Representative should critique the outcome of the incident and coordinate the investigation and post-appraisal of the incident. HES Representative should perform all other duties as requested by the Operations Team Lead or HES Manager.

(3) Logistics Section Chief

The Logistics Section Chief (LSC) is responsible for assisting the Incident Commander by arranging all aspects of field logistical support. The LSC must accommodate not only OXY responders but also municipal or other industrial responders as requested by the Operations Team Lead or OMCSC. Because there may be limited logistical support capabilities at the location, it is recommended the LSC rely heavily on the OXY Crisis Team Logistical Manager in Houston. The Logistical Manager's staff has multiple contracts and processes already in place to assist in such issues as food, lodging, vehicles, aircraft, etc. The following is an abbreviated list and recommended sequence to ensure the LSC is able to achieve his/her responsibilities.

- (a) Initiate both victim and emergency responder "personnel accountability systems" upon arrival to the incident scene.
- (b) Establish and maintain a communication tool between the Operations Team Lead and the OXY Crisis Team Operations Manager in Houston.
- (c) Assist in media interactions and establish the "OXY Point of Contact" for media inquiries.
- (d) Initiate and maintain an incident documentation system to ensure all activities are captured and a summary report will be available.
- (e) Begin supplying logistical support to the incident scene, staging operations, and local areas as soon as practical
- (f) Coordinate site security capabilities with the Operations Team Lead, OMCSC, HES Specialist, and responding municipalities.

(4) Media Contact:

The Designated Media Contact is assigned to the Logistics Section and will function through the LSC. The Media Contact will work very closely with the Incident Commander, OMCSC, and the Oxy Public Affairs Representative. See attachment - **Media Relations**. Initial Priorities for the Media Contact will include the following:

- (a) Establish themselves as the onsite Media Contact for all media inquiries.
- (b) Work with the Public Affairs to establish and distribute an initial press release as soon as feasible and with an announced time of when additional updates would be available.
- (c) Either assist the Incident Commander or personally conduct all initial media interviews until relieved by a member of the External Affairs group.
- (d) Assist in all other functions of the Logistics Section as requested by the LSC or Incident Commander.

(5) Other Employees:

All other personnel should stand by and wait for instructions from the Incident Commander. Once accounted for, Southwest - NM employees may be called upon by the LSC to provide logistical support in many different directions. These may include:

- (a) Contacting vendors for supplies
- (b) Contacting local company support groups for assistance to the general public
- (c) Providing onsite logistical support to the responders "staging area" where others wait to assist in the actual response efforts
- (d) Escorting vendors to remote locations as a guide
- (e) Blocking roads and assisting with evacuations.

b) Immediate Action Plan (per Paragraph 7.6 of API RP 55)

Upon discovering or recognizing a potentially hazardous H₂S release OXY employees should immediately implement the following immediate action plan:

- (1) Alert and account for facility personnel
 - (a) Move away from the source and get away from the affected area
 - (b) Don appropriate personal protective equipment
 - (c) Alert other affected personnel
 - (d) Assist personnel in distress
 - (e) Proceed to the designated emergency Muster Area
 - (f) Account for on-site personnel by reference to Control Room sign in log or by other means

The primary muster area for the Indian Basin Gas Plant is located across the road from the main office, near the

Wilson Warehouse. If this primary location is deemed unsafe for assembly due to the close proximity of the incident site, wind direction, or other reason; an alternative (secondary) muster area has been designated southeast of the plant near the scrap metal storage area (beyond the horizontal storage bullet tanks). If this area is also deemed unsafe for any reason, another muster area will be announced over the Public Address speaker.

- (2) Take immediate measures to control the presence of or potential of H₂S discharge and to eliminate possible ignition sources. Emergency Shutdown Procedures should be initiated as deemed necessary to correct or control the specific situation. When the required action cannot be accomplished in time to prevent exposing operating personnel or the public to hazardous concentration of H₂S proceed to the following steps, as appropriate for the site specific conditions.

- (a) Alert the public (directly or through appropriate government agencies) that may be subjected to an atmosphere exceeding 30 ppm of H₂S

Alerting of any residences in affected area will be initiated by OXY personnel designated by Production Coordinator or Incident Commander by the following methods:

- (i) Telephone
- (ii) Direct contact at residence
- (iii) Utilization of public agencies

Phone list and addresses of neighboring land owners are included in the Emergency Action Plan. See attachment - **Area Neighboring Land Owner Contact List**

- (b) Block access points to the area (intersections, etc.) at a determined radius of the incident
- (c) Initiate evacuation operations
- (d) Contact the first available designated supervisor on the call list
- (e) Notify the supervisor of the circumstances and whether or not immediate assistance is needed

NOTE: The supervisor should notify (or arrange for notification of) other supervisors and other appropriate personnel (including public officials) on the call list.

- (f) Make recommendations to public officials regarding blocking unauthorized access to the unsafe area and assist as appropriate
- (g) Make recommendations to public officials regarding the evacuation of the public and assist as appropriate
- (h) Notify, as required, state and local officials and the National Response Center to comply with release reporting requirements
- (i) Monitor the ambient air in the area of exposure (after following abatement measures) to determine when it is safe for re-entry

c) **Contact Information**

A contact list of local emergency responders, public agencies, and local government is included in this plan. See attachment - **Emergency Contact Lists**

d) **Locations of potentially affected public areas and public roads for:**

- (1) **Indian Basin Gas Plant**
County Road 401 from Grey Oak Rd (CR403) to Ponderosa Pine Rd (CR402).
- (2) **East Indian Basin Central Tank Battery**
County Road 401 approximately 1/5 mile west and 1/2 mile east of intersection with White Pine Rd. (CR28) as well as 1/5 mile of White Pine Rd (CR28) to the north.

e) **Proposed evacuation routes description**

- (1) **Indian Basin Gas Plant**
If located east of the facility on CR401 proceed east to SH137 to evacuate the area. If located west of the facility on CR401 proceed to Ponderosa Pine Rd. Take Ponderosa Pine Rd. north to the intersection of Grey Oak Rd. Grey Oak Rd. can then be taken to the east back to CR401 which can be used to evacuate the area via White Pine Rd or SH137.
- (2) **East Indian Basin Central Tank Battery**
If located east of the facility on CR401 proceed east to SH137 to evacuate the area. If located west of the facility on CR401 proceed west to CR404. On CR404 proceed south to SH137. Finally, proceed north on SH137 to evacuate the area.

f) **Locations of road blocks**

(1) Indian Basin Gas Plant

Road blocks will be placed approximately 1 and ½ miles west and 1 mile east of the facility on CR401

(2) East Indian Basin Central Tank Battery

Road blocks will be placed approximately ½ mile west and east of the facility on CR401 and approximately ½ mile north of the facility on White Pine Rd (CR28)

- g) The public shall be notified of a release affecting public areas, either through direct telephone notification using telephone number lists or by means of mass notification and reaction plans.

Local area land owners phone numbers are located in the **Area Neighboring Land Owner Contact List**

- h) Availability and location of necessary safety equipment and supplies.

- (1) The safety equipment available at field facilities is listed in an attachment of the Risk Management Plan and are clearly marked in the field facilities. See attachment - **Safety Equipment**

- (2) The safety equipment available at the Indian Basin Gas Plant are listed in an attachment of the Risk Management Plan. See attachment - **Safety Equipment**. The locations of safety is displayed on the Indian Basin Gas Plant Plot Plan. See attachment - **Indian Basin Gas Plant Plot Plan**.

3. Characteristics of Hydrogen Sulfide (H₂S) and Sulfur Dioxide (SO₂)

a) Physical Properties and Physiological Effects of Hydrogen Sulfide (H₂S)

(1) Physical Data

- (a) Chemical Name: Hydrogen Sulfide
- (b) CAS Number: 7783-06-4
- (c) Synonyms: Sulfureted hydrogen, hydrosulfuric acid, dihydrogen sulfide
- (d) Chemical Family: Inorganic sulfide
- (e) Chemical Formula: H₂S
- (f) Normal Physical State: Colorless Gas, slightly heavier than air
- (g) Vapor Density (specific gravity) at 59°F (15° C) and 1 atmosphere = 1.189
- (h) Auto ignition Temperature: 500°F (260° C)
- (i) Boiling Point: -76.4°F (-60.2° C)
- (j) Melting Point: -117°F (-82.9° C)
- (k) Flammable Limits: 4.3 – 46 percent vapor by volume in air.
- (l) Solubility: Soluble in water and oil; solubility decreases as the fluid temperature increases.
- (m) Combustibility: Burns with a blue flame to produce Sulfur Dioxide (SO₂)
- (n) Odor and Warning Properties: Hydrogen Sulfide has an extremely unpleasant odor, characteristic of rotten eggs, and is easily detected at low concentrations, however, due to rapid onset of olfactory fatigue and paralysis (inability to smell) **ODOR SHALL NOT BE USED AS A WARNING MEASURE.**

(2) Exposure Limits

The American Conference of Governmental Industrial Hygienists (ACGIH) recommends a Threshold Limit Value (TLV) of 10 ppm (8-hour TWA) and a short term exposure limit (STEL) of 15 ppm averaged over 15 minutes. (Action Level) Exposure at the STEL should not be repeated more than 4 times a day with at least 60 minutes between successive exposures in this range.

(3) Physiological Effects

Inhalation at certain concentrations can lead to injury or death. The 300 ppm is considered by the ACGI as Immediately Dangerous to Life and Health (IDLH) Hydrogen Sulfide is an extremely toxic, flammable gas that may be encountered in the production of gas well gas, high-sulfur content crude oil, crude oil fractions, associated gas, and waters. Since hydrogen sulfide is heavier than air, it can collect in low places. It is colorless and has a foul, rotten egg odor. In low concentrations, H₂S can be detected by its characteristic odor; however smell cannot be relied on to forewarn of dangerous concentrations because exposure to high concentrations (greater than 100 ppm) of the gas rapidly paralyzes the sense of smell due to paralysis of the olfactory nerve. A longer exposure to lower concentrations has a similar desensitizing effect on the sense of smell. It should be well understood that the sense of smell will be rendered ineffective by hydrogen sulfide, which can result in the individual failing to recognize the presence of dangerously high concentrations. Exposure to hydrogen sulfide causes death by poisoning the respiratory system at the cellular level. Symptoms from repeated exposure to low concentrations usually disappear after not being exposed for a period of time. Repeated exposure to low concentrations that do not produce effects initially may eventually lead to irritation if the exposures are frequent.

(4) Respiratory Protection

Respiratory protection shall be worn above the action level.

b) Physical Properties and Physiological Effects of Sulfur Dioxide (SO₂)

(1) Physical Data

- (a) Chemical Name: Sulfur Dioxide
- (b) CAS Number: 7446-09-05
- (c) Synonyms: Sulfurous acid anhydride, sulfurous oxide, sulfur oxide
- (d) Chemical Family: Inorganic
- (e) Chemical Formula: SO₂
- (f) Normal Physical State: Colorless Gas, slightly heavier than air
- (g) Boiling Point: 148°F
- (h) Flammable Limits: Non-flammable (produced by burning hydrogen sulfide)

- (i) Solubility: Soluble in water and oil; solubility decreases as the fluid temperature increases
- (j) Odor and Warning Properties: Sulfur Dioxide has a pungent odor associated with burning sulfur. It produces a suffocating effect and produces sulfurous acid on membranes of the nose and throat.

(2) Exposure Limits

The American Conference of Governmental Industrial Hygienist recommends 2 ppm as an 8-hour TWA. Threshold Limit Value and the 5 ppm as a STEL, averaged over 15 minutes for sulfur dioxide

(3) Physiological Effects

Acute Toxicity: Inhalation at certain concentrations can lead to injury or death. 100 ppm is considered by the ACGIH as Immediately Dangerous to Life and Health

(4) Respiratory Protection

Respiratory protection shall be worn above the action level.

4. Maps and Drawings

Maps of areas of exposure and public areas and public roads within the area of exposure are included in the Emergency Action Plan. See attachment - **Indian Basin Radius Of Exposure Map.**

5. Training and Drills

a) All OXY personnel shall be trained on the Emergency Response Plan and procedures annually. This training will include:

- (1) The importance of each role of the emergency responders and the effects that each person has during an emergency will be stressed.
- (2) An emphasis of the needs for emergency preparedness through the use of drills and other exercises that simulate an emergency in which personnel perform or demonstrate their duties.
- (3) All non-Supervisory Oxy Permian employees are trained to 24hr HAZWOPER Technician level.

b) Drills and other exercises will consist of:

- (1) Table-top or classroom discussions or
- (2) Realistic drills in which equipment is deployed, communications equipment tested and "victims" evacuated to the hospital with simulated injuries.

Public officials will be informed and preferably involved in these exercises. Review and critiques of the drills or exercises will be conducted after completed to identify any potential improvement opportunities for the plan. The plan will be periodically reviewed and updated anytime its provisions or coverage change.

Documentation of the training, attendance, drills and reviews will be kept onsite in the HES files.

- c) Training of residents is not appropriate on the proper protective measures to be taken in the event of a release because no residents live near any area of exposure
- d) Briefing of public officials is also not appropriate on issues such as evacuation or shelter-in-place plans because no public will be evacuated in the event of a release

6. Coordination with State Emergency Plans

Under certain conditions, as provided for in the New Mexico Hazardous Materials Emergency Response Plan (HMERP), the New Mexico State Police responding to the emergency may elect to assume the position of Incident Commander or they may establish a Unified Command of which the Operations Team Lead may be a key member.

Under the Unified Command scenario, the Operations Team Lead shall cooperate with other involved emergency responders, such as the New Mexico State Police, local Fire Department, City Police, and Sheriff's Office, NMOCD or other appropriate public emergency response agencies to manage the effective and safe response to the emergency situation.

7. Activation Levels of Hydrogen Sulfide Contingency Plan

- a) Sources of potentially hazardous volumes of H₂S gas in the Oxy Permian operations include:
 - (1) Oil and gas producing wells and operations
 - (2) Indian Basin Gas Plant
 - (3) Fluid gathering and handling facilities (satellites and batteries)
 - (4) Gas gathering systems (pipelines)
 - (5) Water Disposal systems

Leaks from these sources could create an H₂S exposure area. Whether such Radius' of Exposure (ROE) would be hazardous would depend upon their location and size. The size of the ROEs for 500 and 100 ppm from each source is calculated to determine the exposure potential. These calculations are based on the escape rates as defined by New Mexico Hydrogen Sulfide (H₂S) standard for existing and new operations (Paragraph (1) of

Subsection D of 19.15.11.7 NMAC). The H₂S concentrations were determined using applicable American Society for Testing and Materials (ASTM) or Gas Processors Association (GPA) standards or another method approved by the NMOCD. Radius of Exposure (ROE) were calculated using the Pasquill-Gifford derived equation as defined by Paragraphs (1) and (2) of Subsection K of 19.15.11.7 NMAC. The calculated ROEs for the OXY facilities and wells covered by this plan are illustrated on the ROE map. See attachment **Indian Basin Radius Of Exposure Map**.

b) Activation Level

The Hydrogen Sulfide (H₂S) Contingency Plan shall be activated when the release creates a concentration of hydrogen sulfide of greater than:

- (1) 100 ppm in any public area,
- (2) 500 ppm at any public road, or
- (3) 100 ppm ROE is greater than 3000 feet from the site of the release

All Oxy employees carry personal H₂S monitors and have access to multifunction gas monitors that alarm at 10 ppm which provides a safety factor that will give time for Oxy employees to identify a source of a release before the activation of the H₂S contingency plan is necessary.

B. HAZWOPER Trained Personnel

HAZWOPER TRAINED PERSONNEL		
NAME	TITLE	HAZWOPER LEVEL
Jerry "Bubba" Harrison	Operations Team Lead	Level V (40 hr)
Van Barton	Operations Team Lead	Level V (40 hr)
Tom Bernal	Operations Team Lead	Level V (40 hr)
Nick Edwards	HES Team Lead	Level V (40 hr)
Rodney Campbell	HES Specialist	Level V (40 hr)
Mark Richards	HES Specialist	Level V (40 hr)
Chris Jones	HES Specialist	Level V (40 hr)

C. Emergency Contact Lists

1. Emergency Service Outside Support Contact List

a) Medical

MEDICAL			
HOSPITAL NAME	ADDRESS	CITY	PHONE NUMBER
Carlsbad Medical Center	2430 W. Pierce	Carlsbad, NM	888-262-9111
Artesia General Hospital	702 N. 13 th St	Artesia, NM	575-748-3333
Eastern New Mexico Medical Center	405 W. Country Club Rd	Roswell, NM	575-622-8170
Nor-Lea General Hospital	1600 N. Main Street	Lovington, NM	575-396-6611
Lea Regional Medical Center	5419 N Lovington Hwy.	Hobbs, NM	575-492-5000
University Medical Center	602 Indiana Ave	Lubbock, TX	806-775-8200
Brownfield Regional Medical Center	705 E. Felt Street	Brownfield, TX	806-637-3551
Covenant Health Systems	4000 24 th Street	Lubbock, TX	806-725-0000
Covenant Medical Center	3615 19 th Street	Lubbock, TX	806-725-1011

b) Ambulance

AMBULANCE	
CITY	PHONE NUMBER
Hobbs, New Mexico	911 or 575-397-9308
Lovington, New Mexico	911 or 575-396-2359
Carlsbad, New Mexico	911 or 575-885-3125
Loving, New Mexico	911 or 575-885-3125
Jal, New Mexico	911 or 575-395-2501

c) Air Ambulance

AIR AMBULANCE	
AEROCARE (Methodist Hospital) - Lubbock, Texas Aerocare will respond to a call from any OXY personnel. ETA Lubbock to Hobbs 42 minutes.	800-627-2376
Native Air -Las Cruces, New Mexico	800-242-6199

d) Law Enforcement

(1) Police

POLICE	
CITY	PHONE NUMBER
Artesia, New Mexico	911 or 575-746-5001
Carlsbad, New Mexico	911 or 575-885-2111
Eunice, New Mexico	911 or 575-394-2112
Hobbs, New Mexico	911 or 575-397-9265
Jal, New Mexico	911 or 575-395-2501
Lovington, New Mexico	911 or 575-396-2811

(2) Sheriff

SHERIFF	
CITY/COUNTY	PHONE NUMBER
Eddy County Sheriff- Carlsbad	911 or 575-887-7551
Eddy County Sheriff-Artesia	911 or 575-746-9888
Lea County Sheriff – Eunice	911 or 575-396-9265
Lea County Sheriff – Hobbs	911 or 575-396-9265
Lea County Sheriff – Lovington	911 or 575-396-9265

(3) State Highway Patrol

STATE HIGHWAY PATROL	
CITY	PHONE NUMBER
Artesia, New Mexico	575-885-3137
Carlsbad, New Mexico	575-885-3137
Hobbs, New Mexico	575-885-3137

e) Fire Department

FIRE DEPARTMENT	
CITY	PHONE NUMBER
Hobbs, New Mexico	911 or 575-397-9308
Lovington, New Mexico	911 or 575-396-2359
Carlsbad, New Mexico	911 or 575-885-2111
Loving, New Mexico	911 or 575-745-3600
Lakewood, New Mexico	911 or 575-746-5051
Jal, New Mexico	911 or 575-395-2221
Loco Hills, New Mexico (Sonny Hope, Fire Chief)	911 or 575-365-6510
Artesia, New Mexico	911 or 575-746-5001

f) Government Agencies

GOVERNMENT AGENCIES	
AGENCY	PHONE NUMBER
Air Quality Bureau, Santa Fe, NM	800-224-7009
Bureau of Land Management, Carlsbad	575-234-5972
Bureau of Land Management, Hobbs	575-393-3612
Bureau of Land Management, Roswell	575-627-0272
Bureau of Land Management, Santa Fe	505-954-2000
LEPC (Lea County) – Jerry Reynolds	575-393-2870
LEPC (Chaves County) – Teresa Barncastle	575-624-6500
LEPC (Eddy County) – Joel Arnwine	575-887-7553
LEPC (Roosevelt County) – Kieth Wattenbarger	575-356-4408
National Response Center	800-424-8802
NM Environmental Department, Santa Fe	505-827-9329
New Mexico Oil Conservation Division, Artesia	575-748-1283
New Mexico Oil Conservation Division, Hobbs	575-393-6161
New Mexico Oil Conservation Division, Santa Fe	575-476-3480
NM State Environmental Response Center	505-827-9222
NMOCD Environmental Bureau, Santa Fe	505-827-2855
Occupational Safety & Health Admin. (OSHA)	800-321-6742
Public Affairs (Gene Montgomery)	281-855-8268

g) Airports

AIRPORTS	
CITY	PHONE NUMBER
Lea County Airport – Carlsbad Hwy	575-391-2934
Lea County Lovington Airport	575-396-9911
Lubbock International Airport	806-775-3011
Midland International Airport	432-563-2033
Cavern City Airport -Carlsbad	575-887-3060

h) Poison Control

POISON CONTROL	
STATE	PHONE NUMBER
POISON CONTROL CENTER – New Mexico	800-432-6866
POISON CONTROL CENTER – Texas	800-222-1222

i) CHEMTREC

CHEMTREC	
CHEMTREC Call CHEMTREC for questions concerning response or chemical hazards in the event of a chemical spill.	800-424-9300

j) Chemical Companies

(1) Champion Technologies

CHAMPION TECHNOLOGIES 24 HOUR EMERGENCY	
CHAMPION TECHNOLOGIES 24 HOUR EMERGENCY	281-431-2561 or 575-390- 4791 (Jeromie Pickering)

2. Area Neighboring Land Owner Contact List

AREA NEIGHBORING LAND OWNER CONTACT LIST			
LOCATION DESCRIPTION	CONTACT NAME	ADDRESS	PHONE NUMBER
4TK (Boles Ranch)	Mark and Sandi Wilkie	1073 Marathon Rd.	575-457-2022
Forrest Lee Ranch	Dean Lee	Near NIBU 24	575-457-2301
Gissler Ranch	Joe and Janet Cox	344 Ponderosa Pine	No good #
Gregory's	Wayne Gregory	617 Queens Highway	No good #
Howell Ranch	Richard Howell		575-457-2602
Kincaid Ranch	Gene Kincaid	2802 Legion	575-887-6918
Kincaid Ranch	Hugh Kincaid	2911 Ocotillo Canyon	575-885-9458
Kincaid Ranch	Jim Marbauch	1762 Queens Hwy	575-457-2233
Old Jones Ranch	Rick Lassiter	Rock House	575-457-2108
Schafer Ranch	Stacey Biebelle	646 Queens Hwy	575-457-2360
Wilbanks Ranch	Kevin and Laurie Wilbanks		575-457-2003

3. Corporate Contact List

a) Security

CORPORATE SECURITY CONTACT LIST			
Hugo Moreno Must be notified to assist in providing site security for all major emergencies and spills or response for any bomb threats or terrorist activities.		Office	713-215-7157
		Home	281-778-8111
		Cell/pager	713-817-3322
		Fax	713-215-7538

b) Media Relations

All inquiries/requests for information from the media and the public should be referred to the OXY-Southwest Operations Manager or MCBU-Operations Manager. Media relations are prohibited from entering the incident scene and must stay outside the perimeter. Below is the list of OXY-Houston Public Affairs that the PIO must liaison with:

MEDIA RELATIONS CONTACT LIST					
Preference	Name	Title	Office	Home	Cell
Primary	Melissa Schoeb	OPC, VP Public Affairs	310-443-6504	N/A	

4. Contractor Support Contact List

a) Electric Service Companies

ELECTRIC SERVICE COMPANIES		
COMPANY NAME		PHONE NUMBER
Wood Group – Artesia, NM		575-746-4614
Schlumberger – Midland, TX		432-557-4437
Deans Electric – Artesia, NM		575-748-3400
Caveman Electric – Carlsbad, NM	Fax Number	575-885-4730
	Cell Phone	575-706-2138
Dixie Electric – Hobbs, NM		575-393-4466
TESSCO – Carlsbad, NM	Carlsbad Phone	575-236-6266
	Cell Phone	575-389-2543

b) Water Service and Vacuum Trucks Contact List

WATER SERVICE AND VACUUM TRUCKS CONTACT LIST	
Key Energy Trucking – Carlsbad	575-885-2053
Key Energy Trucking – Hobbs	575-397-4994
Nabors – Carlsbad	575-885-3372
Nabors – Hobbs	575-392-2577
L&E Services – Loco Hills	800-748-1972
Gandy's	575-396-4948

c) Roustabout/Dirt Work Equipment Contact List

ROUSTABOUT/DIRT WORK CONTACT LIST	
RWI – Hobbs	575-393-5305
Lay's Roustabout	575-631-1234
Mesquite	575-885-3996

d) Welders Contact List

WELDERS CONTACT LIST	
RWI – Hobbs	575-393-5305

e) Safety Equipment Contact List

SAFETY EQUIPMENT CONTACT LIST	
Total Safety – Hobbs	575-392-2973
American Safety – Hobbs	575-393-8830
Indian Fire & Safety – Hobbs	575-393-3093
Indian Fire & Safety – Denver City	806-592-8784
Safety Environmental Solutions, Inc. – Hobbs	575-397-0510

f) Pipeline and Other Companies Contact List

PIPELINE AND OTHER COMPANIES CONTACT LIST		
COMPANY	NAME	PHONE NUMBER
Occidental Petroleum	Pat Bowen	575-457-2621
Yates Petroleum	Junior Orquiz (David Ortega, Relief)	575-365-8556
Latigo	Hobbs Office	575-391-9291
DCP Energy	Carlsbad Office	575-234-6400
	Dee	575-706-2022
	Wanda Johnson	575-910-4725
Phillips Pipeline		800-766-8690
Enterprise (aka El Paso)	Cliff Compton	575-302-3030
	Courtney	575-706-2270
Navajo Refining	Gart Woods	575-365-4537
	Kent	575-365-4689
	Mirney	575-365-4537
	Pipeline	575-746-4628
	Trucking	575-746-5274
	Dispatch	800-748-3315
Agave	Jason Fuentes	575-365-8939
	Robert Morehead	575-365-4840
Frontier	Ed McCasland	575-706-9671
Apache	Chris Goff	575-441-5444
	Raymond	575-441-3264
Chevron	Randy Boles	575-390-7232
	Kenneth Angel	575-631-2912
Shell	Dispatcher	
NM One Call	Dispatcher	800-321-2537

D. Incident Classification

1. Definitions

Oxy Permian recognizes two levels of incidents (OOGC 60.400.110) that are defined below:

a) Significant Incident

Health, Environment and Safety (HES) incident associated with an Oxy operation that includes one or more of the following:

- (1) Employee/Contractor/Third Party occupational fatality;
- (2) Employee/Contractor/Third Party occupational injury or illness requiring overnight hospitalization (other than for observation);
- (3) Any fatality, injury, or illness to a member of the public;

- (4) Incidents causing injuries to multiple personnel (greater than first aid) and involving Oxy equipment, facilities, operations, construction or transportation;
- (5) Loss or damage to Oxy, contractor or third party equipment or property valued at \$100,000 or greater;
- (6) Any incident whereby Oxy's portion of the cost of fines, penalties, settlements, remediation and/or emergency response is likely to be greater than \$100,000;
- (7) HES related issues giving rise to significant adverse impact (or the potential for such adverse impact) on Oxy's image or goodwill; or
- (8) Any HES related actions by a government agency, court of law, or third party that results in interference with production and is likely to produce an annual loss of earnings of \$1,000,000 or more.

b) Important Incident

An HES incident associated with an Oxy operation that includes one or more of the following:

- (1) A spill, release, discharge of a substance, or any event that is reportable to any governmental agency or exceeds the local regulations and/or performance standard. (Each Oxy operation shall develop performance standards for reportable quantities of substances used in the operations that are at least as stringent as local laws/regulations);
- (2) Public/Government Action – any written HES related action instituted against Oxy which includes: citation, civil actions, complaints, notices of violation (NOV), consent orders, decrees, injunctions or claims that may result in significant liabilities or judicial proceedings;
- (3) United States Government Agency inspections (for U.S. operations only) – any notice or contact by, or appearance of, an agent from the Occupation Safety and Health Administration (OSHA) or the Environmental Protection Agency (EPA) (Federal or State) for the intended purpose of conducting a site or facility inspection;
- (4) Recordable Injury or Illness – any injury or illness involving employees or contractors which would be recordable under criteria provided in the Record Keeping Guidelines for Occupational Injuries & Illnesses, U.S. Department of Labor, Bureau of Labor Statistics, September 1986.
- (5) Loss or damage to Oxy, contractor or third party equipment or property values at less than \$100,000 but greater than \$25,000.

c) Near Miss/Accident Prevention Opportunity (APO)

A Near Miss/Accident Prevention Opportunity (APO) is defined as any undesired event which, under slightly different circumstances, could have resulted in a significant or important accident/incident.

2. Notification and Reporting Requirements

a) Significant Incident

The following steps outline the notification expectations for incidents classified as significant incidents. The Operations Team Lead will ensure the appropriate notification has taken place.

Immediate is defined as the earliest practical time once the incident has been brought under control or is being managed by someone other than the individual conducting the notification process.

Do not risk additional personal injury, increased public exposure or compound property damage by attempting to notify while still responding to a Major incident.

- (1) Immediate notification by fax or phone to the Operations Team Lead,
- (2) Immediate notification by fax or phone to the HES Specialist(s),
- (3) Immediate notification by fax or phone to the Oxy Permian HES Supervisor,
- (4) Immediate notification by fax or phone to the Oxy Permian HES Manager,
- (5) An Exhibit A will be initiated and forwarded within 24 hours to the Operation Team Lead, the HES Specialist(s), the Oxy Permian HES Supervisor and the HES Database Coordinator.
- (6) An investigation team will be appointed and initiated within 24 hours of the incident. Distribution of the resulting incident investigation report will be the same as the distribution of the Exhibit A. The HES Database Coordinator will enter the report into the database after reviewed by the HES Manager or his designee. If the Operations Team Lead determines potential litigation is a factor, the Operations Team Lead should contact the HES Manager or his designee prior to appointing the investigation team.

NOTE: It is the responsibility of the HES Supervisor, the HES Manager, or his designee to determine if regulatory notifications are required and to ensure they are completed concerning injury and illness reporting.

b) Important Incident

The following steps identify the notification requirements for Important Incidents. If there is a question as to whether an incident should be classified as Significant or Important, please follow the notification guidance provided for Significant Incidents. The following notifications should include some details about the incident including but not limited to Who, What, When, and the current situation or diagnosis. Electronic notification by email or fax is acceptable provided confirmation of receipt is achieved.

- (1) Notification within two hours to the Operations Team Lead,
- (2) Notification within two hours to the HES Specialist(s),
- (3) Notification within two hours to the Oxy Permian HES Supervisor,
- (4) An Exhibit A will be initiated and forwarded within 24 hours to the Operations Team Lead, the area HES Specialist(s), the area HES Supervisor and the HES Database Coordinator.
- (5) An investigation team will be appointed and initiated within 24 hours of the incident. Distribution of the resulting incident investigation report will be the same as the distribution of the Exhibit A. The HES Database Coordinator will enter the report into the database after review by the HES Manager or his designee. If the Operations Team Lead determines potential litigation is a factor, the PC should contact the HES Manager or his designee prior to appointing the investigation team.

c) **Near Miss / Accident Prevention Opportunity (APO)**

Notification requirements will be achieved through the Accident Prevention Opportunity Program. The APO Form will be completed and forwarded to the local Plant / Operations Team Lead, HES Specialist and HES Supervisor. The HES Data Base System Coordinator will assist the HES Specialist with inputting the incident information into the electronic incident database.

E. Check Lists

1. Fire or Explosion Check List

- a) Team Member discovering fire gives location and nature of fire.
- b) Activate the Risk Management Plan if deemed necessary.
- c) All Team Members, visitors and contract personnel evacuate to the mustering area and are accounted for to receive assignments.
- d) Call hospital and advise of the situation to enable them to activate their emergency action plans in readiness for any injuries that might be incurred.

2. Spill Response Check List

- a) Notify appropriate Team Leader / Supervisor in charge.
- b) Stop source of spill, if deemed safe and qualified to do so. (Level III Hazwoper or above required)
- c) Team Leader / Supervisor directs control and containment.
- d) Team Leader contacts Flood Technician / HES Specialist.
- e) Refer to MSDS and / or DOT Emergency Response Guidebook for proper handling procedures.
- f) Refer to written Oxy Procedures for Acid & Caustic Spills.

A large, stylized logo for "OXY" is centered on the page. The letter "O" is a thick, rounded rectangle with a square cutout in the center. The letters "X" and "Y" are also thick and blocky. The entire logo is rendered in a dark, textured, grainy style.

3. Bomb Threat Check List

a) FILL OUT COMPLETELY IMMEDIATELY AFTER BOMB THREAT

[illegible]

F. Safety Equipment

The following safety equipment is available at Oxy facilities or carried by Oxy employees for use during emergencies:

- a) PPE – Gloves, Safety Glasses, Goggles, Shields, Hard Hat, Ear Plugs
- b) Personal H2S Monitor
- c) First Aid Kits
- d) SCBA (Self Contained Breathing Apparatus)
- e) Personal Work Unit
- f) Air Bottle Trailers
- g) NORM Meters and Safety Wear
- h) Multi Gas Detectors
- i) Fire Extinguishers
- j) Chemical Handling Equipment
- k) Confined Space Entry Monitoring Trailer
- l) Electronic Line Finders
- m) MSDS Sheets
- n) Wind Socks
- o) Signage
- p) Fixed Alarm Systems
- q) Radios

G. OXY-Permian (Carlsbad) Incident Notification Flowchart

H. Indian Basin Gas Plant Plot Plan

I. Indian Basin Radius Of Exposure Map

