

T-6280
6280
NREAD
13 June 1984

From: Director
To: Base Fire Chief

Subj: NOTIFICATION OF OIL AND OTHER HAZARDOUS SUBSTANCE SPILLS

Ref: (a) AC/S FAC Memo FAC/DDS/jc 6280 of 24 Apr 1984
(b) EO 11090.1B

1. This memo officially provides information as provided by reference (a). Whenever requirements of reference (a) and reference (b) indicate that NREAD be notified of an oil or hazardous substance spill emergency, it is requested that the notification be made as follows:

Make first report to: Mr. Samuel K. Jolly
Environmental Protection Specialist
Work phone 451-5003
Home phone 686-9630

If no answer, report to: Mr. Danny D. Sharpe
Supervisory Ecologist
Work phone 451-5003
Home phone 324-5793

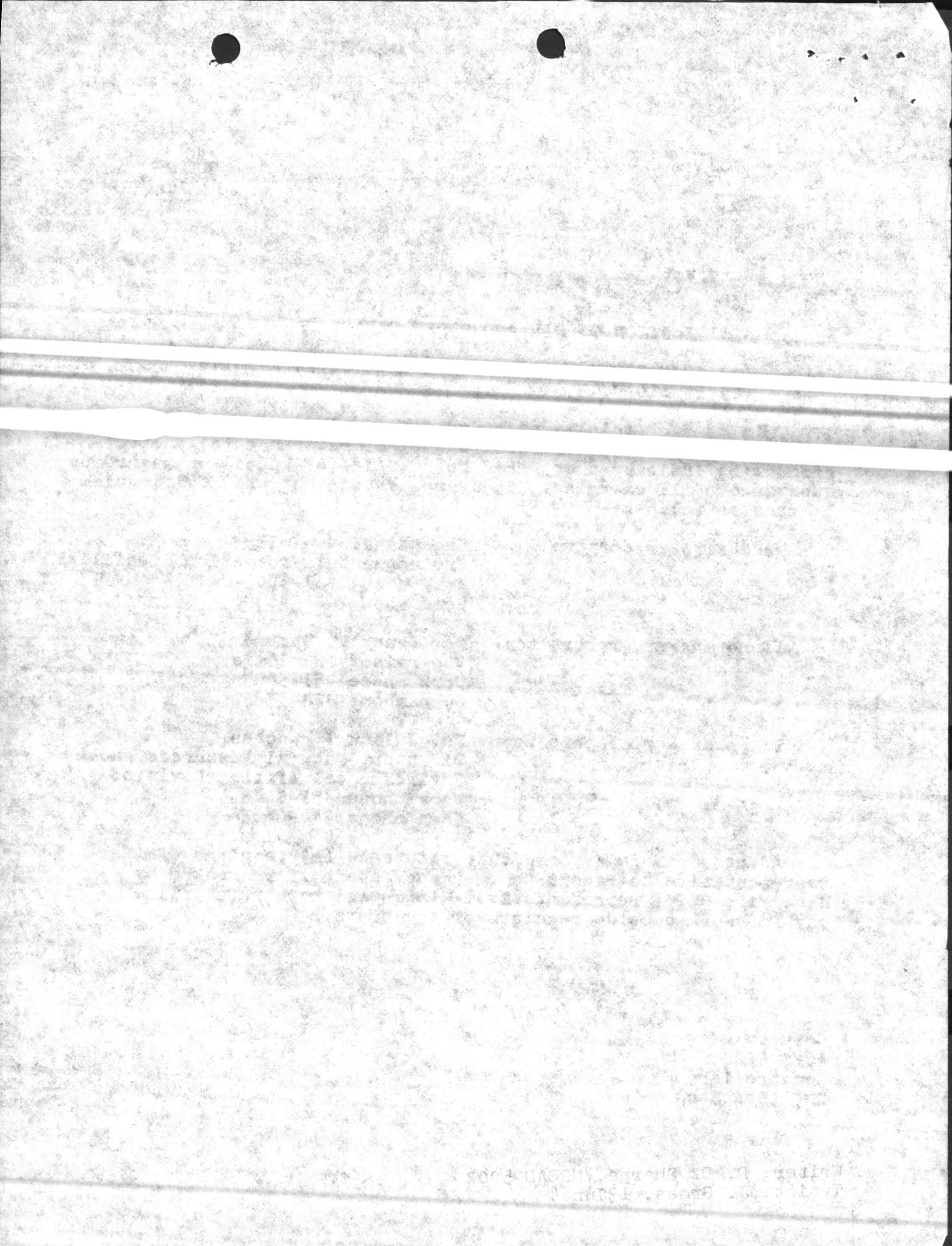
If no answer, report to: Mr. Julian I. Wooten
Director, Natural Resources and
Environmental Affairs Division
Work phone 451-5003
Home phone 346-6885

2. Addressees are advised that reference (a) requires NREAD representative to report to emergency scene if requested by Base Fire Chief representative. This will require overtime pay for work outside regular working hours.

J. I. WOOTEN

Copy to:
AC/S FAC
Comptroller
BMO (F&A Sec)

Writer: D. D. Sharpe, NREAD 5003
Typist: J. Cross, 13Jun84



UNITED STATES MARINE CORPS
Marine Corps Base
Camp Lejeune, North Carolina 28542

FAC/DDS/jc
6280

24 APR 1984

MEMORANDUM

From: Assistant Chief of Staff, Facilities
To: Director, Fire Protection Division
→ Director, Natural Resources and Environmental Affairs
Division

Subj: Notification of Reporting of Spills of Oil and other
Hazardous Substances

Ref: (a) BO 11090.1B

1. The reference provides reporting procedures requiring all personnel aboard Marine Corps Base to immediately report all spills of oil or hazardous materials to the Base Fire Protection Division (FPD), extension 3333. Effective upon receipt of this memo, notification of all spill reports will be made as follows:

a. Immediate notification to Natural Resources and Environmental Affairs Division (NREAD) will be made by FPD for all spills on or likely to reach water and spills on land of 100 gallons or more regardless of time. Spills less than 100 gallons contained on land will be reported by FPD to NREAD during working hours, i.e., 0800 to 1630. Names and phone numbers of NREAD personnel to be contacted after working hours will be provided to FPD and kept current by NREAD.

b. Immediate notification to Base Maintenance Division (BMD), attention: Maintenance and Repair (M&R) Director (extension 5855/5184), will be made by FPD for all spills occurring during normal working hours. All spills occurring after working hours will be reported by FPD to Emergency Maintenance, BMD extension 3001. BMD will have one supervisor on duty or call at all times to assist in emergency spill containment and cleanup. Names and phone numbers of M&R supervisor(s) to be contacted after working hours will be provided to FPD and kept current by BMD.

c. Notification to the office of the Assistant Chief of Staff, Facilities, will be made by FPD for all spills on water or spills of more than 100 gallons on land for which spill reports are received during working hours, i.e., Monday through Friday, 0800 to 1630.

d. Notification to the Command Staff Duty Officer (extension 2523/2528) by the FPD will be made for all spills reported outside the working hours mentioned above.

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FROM: SAC, NEW YORK
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Subj: Notification of Reporting of Spills of Oil and other
Hazardous Substances

e. For reported spills presenting potential threat to navigable waters, home, health or loss of property which occurs outside working hours mentioned above, FDP will notify the Assistant Chief of Staff, Facilities (455-5023), or Deputy to the Assistant Chief of Staff, Facilities (328-0958), or the Facilities Management Officer (353-7611) at home.

2. FPD will serve as on-scene coordinator, as defined in the reference, for containment of routine spills on land. NREAD will serve as on-scene coordinator for spills on streams or other bodies of water. Non-routine oil spills on land will be handled on a case by case basis, with the understanding that NREAD will report to scene of any spill if so requested by authorized FPD representative.

3. NREAD will monitor the implementation of procedures contained in this memorandum. These procedures should be incorporated by NREAD into the next revision of the reference. Any questions concerning reporting procedures should be directed to this office.

B. W. ELSTON
By direction

Copy to:
BMO
PWO
EnvEng

NATURAL RESOURCES AND ENVIRONMENTAL AFFAIRS DIVISION

Marine Corps Base

Camp Lejeune, North Carolina 28542

4-30-84

Date

From: Director

To:

Dany

Please see attached. Plan to monitor these new procedures.

Julian

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UNITED STATES MARINE CORPS
Marine Corps Base
Camp Lejeune, North Carolina 28542

NREAD/DDS/jc
11090

From: Assistant Chief of Staff, Facilities
To: Director, Natural Resources Division
Base Maintenance Officer
Base Fire Chief

Subj: Base Oil Spill Contingency Plan

Ref: (a) BO 11090.1B

Encl: (1) Responsibilities for Responding to Suppression of and
Reporting of Spills of Petroleum Oils and Lubricants

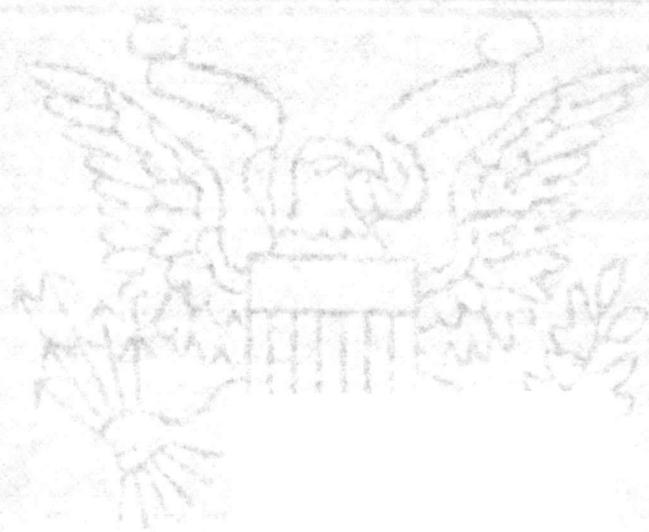
1. The enclosure has been developed to clarify responsibilities of addressees in implementation of the subject plan contained in the reference.

2. Base Maintenance Officer will ensure that a Base Maintenance supervisor is on duty or call at all times to carry out Base Maintenance responsibilities shown in the enclosure. Addressees will jointly review and implement the enclosure.

3. Natural Resources will take the lead in providing in-house training to Base Maintenance Officer and Base Fire Department supervisory personnel involved in implementing the enclosure. Natural Resources will continue to monitor implementation of the subject plan relative to compliance with State and Federal regulations.



Copy to FAc



UNITED STATES MARINE CORPS
Marine Corps Base
Camp Lejeune, North Carolina 28542

NREAD/DDS/jc
11090

From: Assistant Chief of Staff, Facilities
To: Director, Natural Resources Division
Base Maintenance Officer
Base Fire Chief

Subj: Base Oil Spill Contingency Plan

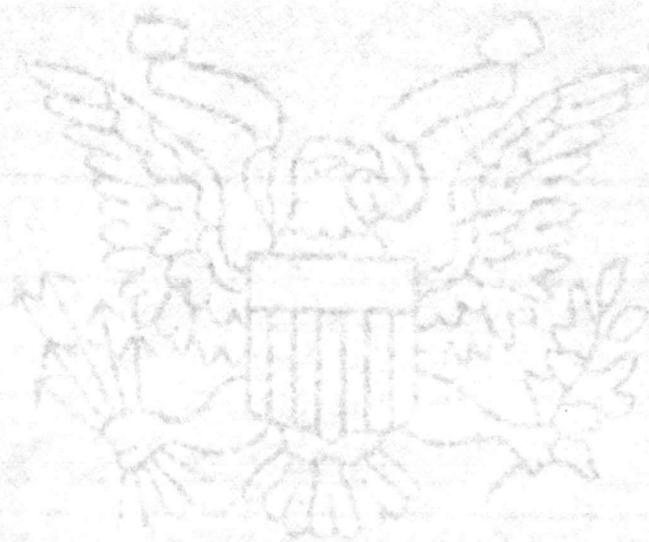
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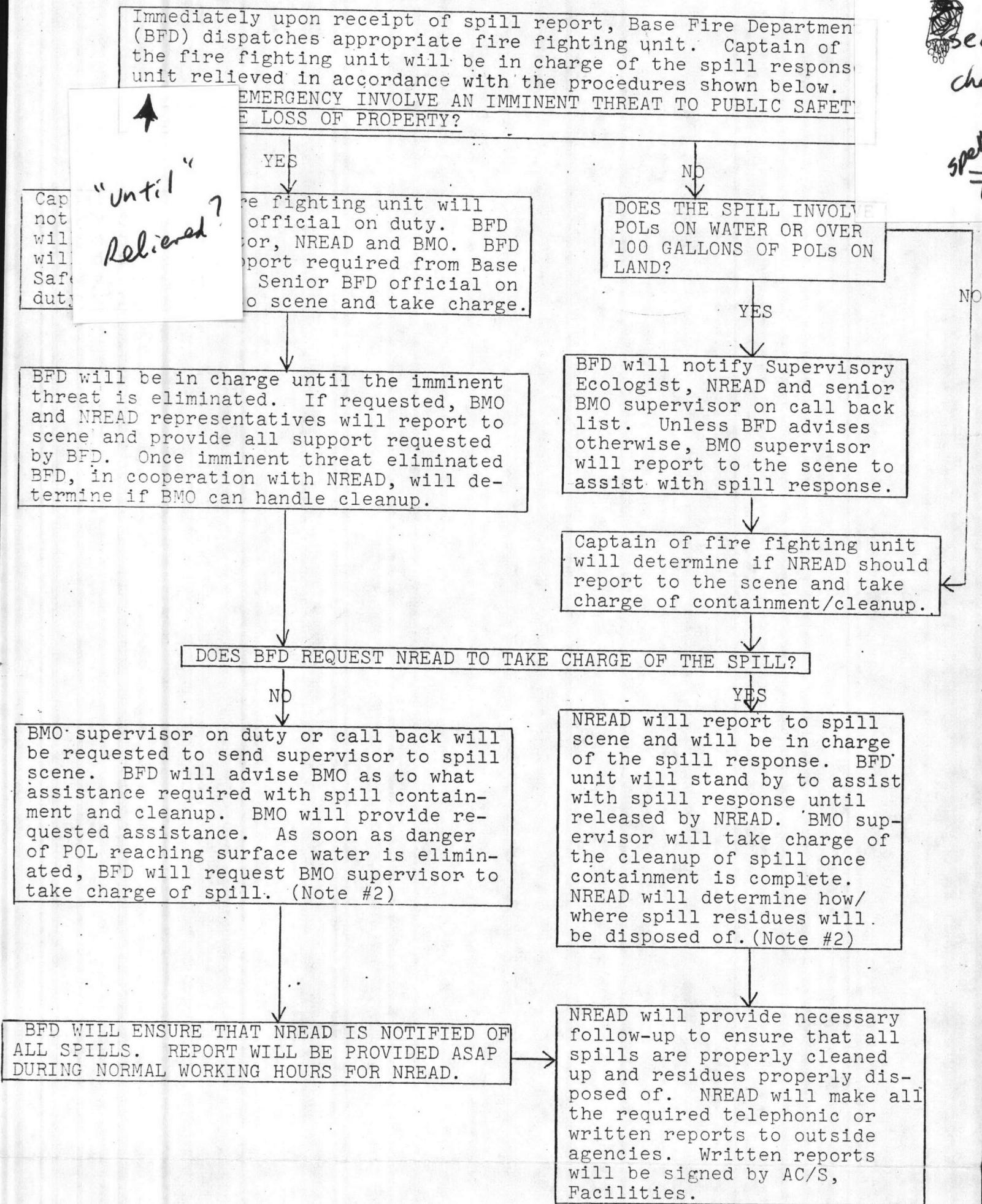


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RESPONSIBILITIES FOR RESPONDING TO, SUPERVISION OF
AND REPORTING OF SPILLS OF PETROLEUM OILS AND LUBRICANTS
(See Note #1)

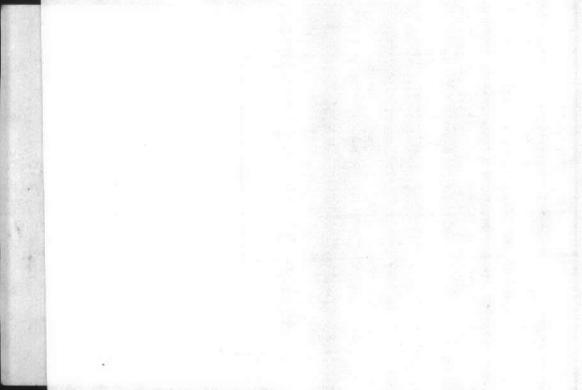


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NOTE #1: The Base Fire Chief will ensure that the Command is notified. Emergencies occurring after normal working hours will be reported to Staff Duty Officer. All spills on water or larger than 100 gallons on land will be reported to AC/S, Facilities as soon as possible during normal working hours.

NOTE #2: Cleanup of POL spills properly contained on land should be scheduled so as to minimize overtime. Senior BFD or NREAD representative in charge of spill will make the determination of when spill will be cleaned up.

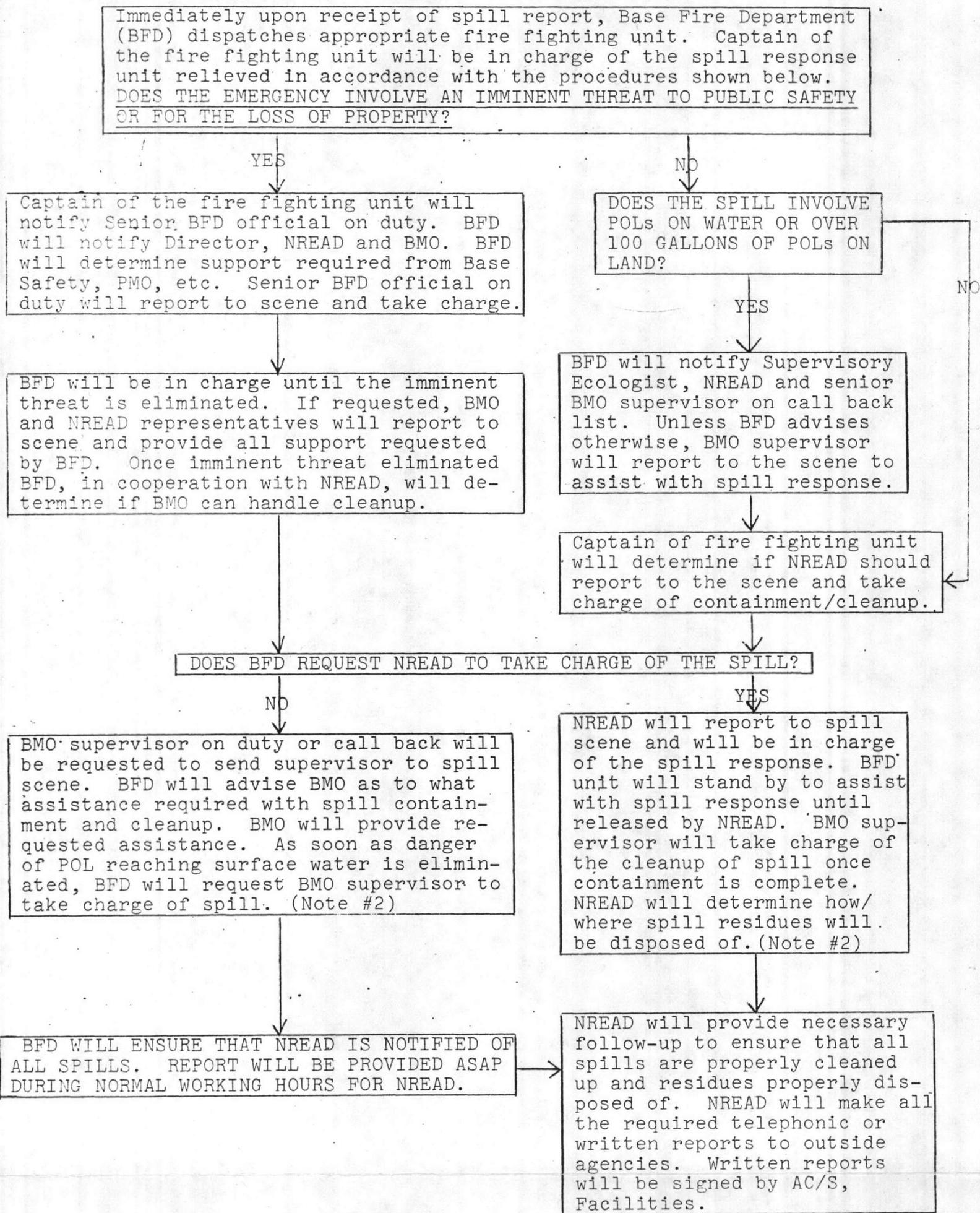


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RESPONSIBILITIES FOR RESPONDING TO, SUPERVISION OF
AND REPORTING OF SPILLS OF PETROLEUM OILS AND LUBRICANTS
(See Note #1)



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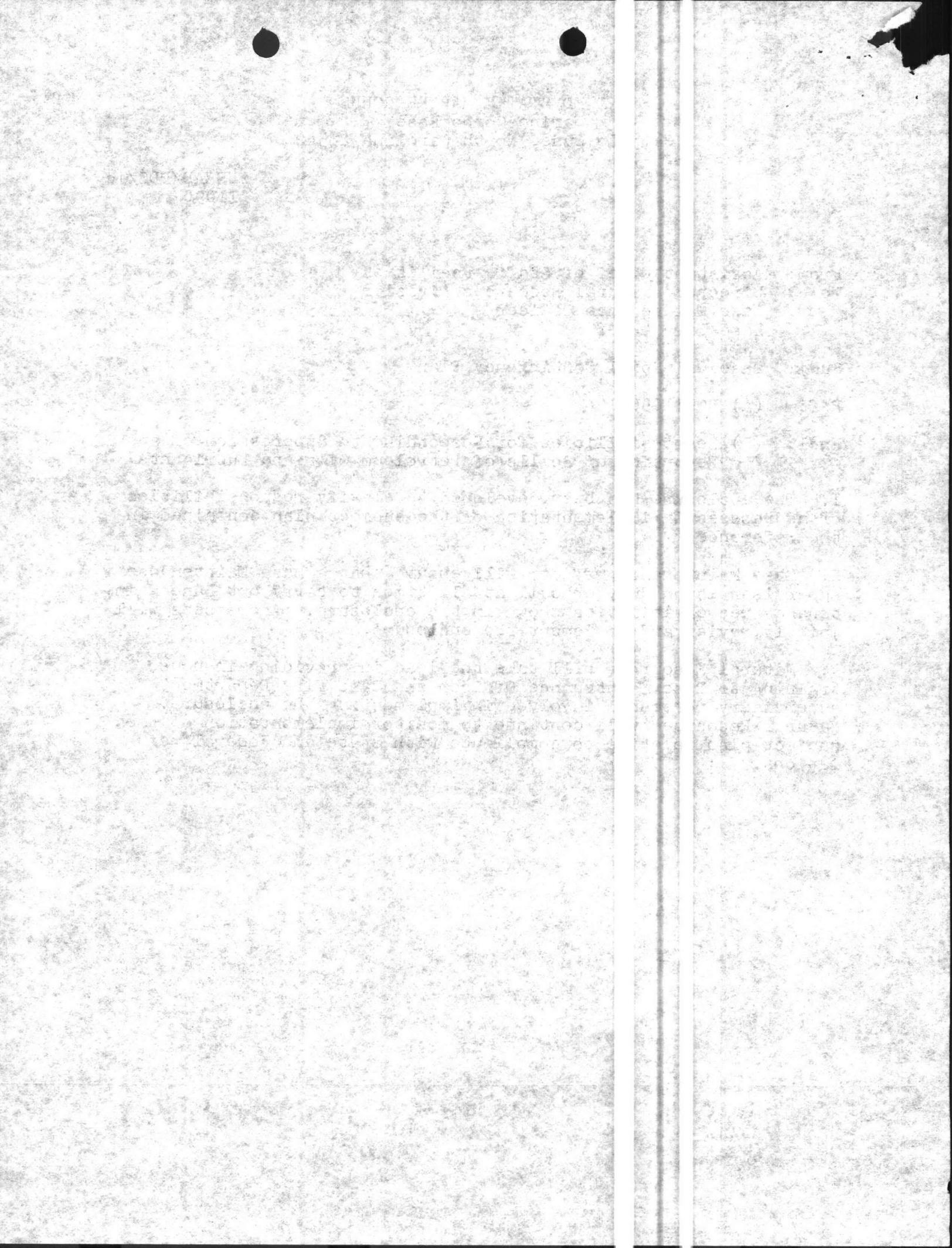
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To: Director, Natural Resources Division
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RESPONSIBILITIES FOR RESPONDING TO, SUPERVISION OF
AND REPORTING OF SPILLS OF PETROLEUM OILS AND LUBRICANTS
(See Note #1)

Immediately upon receipt of spill report, Base Fire Department (BFD) dispatches appropriate fire fighting unit. Captain of the fire fighting unit will be in charge of the spill response unit relieved in accordance with the procedures shown below.
DOES THE EMERGENCY INVOLVE AN IMMINENT THREAT TO PUBLIC SAFETY OR FOR THE LOSS OF PROPERTY?

YES

NO

Captain of the fire fighting unit will notify Senior BFD official on duty. BFD will notify Director, NREAD and BMO. BFD will determine support required from Base Safety, PMO, etc. Senior BFD official on duty will report to scene and take charge.

DOES THE SPILL INVOLVE POLs ON WATER OR OVER 100 GALLONS OF POLs ON LAND?

YES

NO

BFD will be in charge until the imminent threat is eliminated. If requested, BMO and NREAD representatives will report to scene and provide all support requested by BFD. Once imminent threat eliminated BFD, in cooperation with NREAD, will determine if BMO can handle cleanup.

BFD will notify Supervisory Ecologist, NREAD and senior BMO supervisor on call back list. Unless BFD advises otherwise, BMO supervisor will report to the scene to assist with spill response.

Captain of fire fighting unit will determine if NREAD should report to the scene and take charge of containment/cleanup.

DOES BFD REQUEST NREAD TO TAKE CHARGE OF THE SPILL?

NO

YES

BMO supervisor on duty or call back will be requested to send supervisor to spill scene. BFD will advise BMO as to what assistance required with spill containment and cleanup. BMO will provide requested assistance. As soon as danger of POL reaching surface water is eliminated, BFD will request BMO supervisor to take charge of spill. (Note #2)

NREAD will report to spill scene and will be in charge of the spill response. BFD unit will stand by to assist with spill response until released by NREAD. BMO supervisor will take charge of the cleanup of spill once containment is complete. NREAD will determine how/where spill residues will be disposed of. (Note #2)

BFD WILL ENSURE THAT NREAD IS NOTIFIED OF ALL SPILLS. REPORT WILL BE PROVIDED ASAP DURING NORMAL WORKING HOURS FOR NREAD.

NREAD will provide necessary follow-up to ensure that all spills are properly cleaned up and residues properly disposed of. NREAD will make all the required telephonic or written reports to outside agencies. Written reports will be signed by AC/S, Facilities.

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