



**PREPAREDNESS SELF ASSESSMENT  
OIL SPILLS IN SURFACE WATER SCORE WORK SHEET**

**PART 1 – RISK ASSESSMENT**

**LIKELIHOOD**

**Proximity to surface water:**

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1	2	3	4	5
1= No surface water within 1000 meters. 2= No surface water within 500 meters. 3= Wells, pipeline and/or facilities (WPF) within 100 meters of high water mark and/or product is being transported across or in close proximity to open water. 4= WPF crosses tributary to a larger water body. 5= WPF crosses river.				

**Potential for a spill to occur:**

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1	2	3	4	5
1= Extremely remote. 2= Remote. 3= May happen during WPF lifetime. 4= Expected to occur several times in WPF lifetime. 5= Occurs once or more per year.				

**Potential environmental impacts:**

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1	2	3	4	5
1= Small release that can be contained immediately with minimal impacts. 2= Non-fish bearing water-body with slow current (<2km/hr.) and minimal public use. 3= Slow current (<2km/hr.), fish bearing with livestock and public usage. 4= Larger river with faster current and multi-use; no urban centers within 100km. 5= Upstream of urban centers with significant environmental sensitivities.				

*Spill Preparedness and Response Support since 1972.*

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**CONSEQUENCES**

**Health and safety:**

1	2	3	4	5
<p>1= Minimal safety concerns; primarily restricted to spill responders and can be managed through standard policies and procedures.</p> <p>2= Public impacted as well as responders; can be managed through standard policies and procedures.</p> <p>3= Downstream water users will likely be impacted and hydrocarbon vapors will cause concern from local residents; some water users may need potable water, and significant air monitoring is required. Physical hazards for responders but can be managed with safety controls.</p> <p>4= Significant public health risk requiring small scale evacuation with shut-in of downstream water intakes and need for potable water. Moderate impact to livestock and fish &amp; wildlife, and responders are unable to work in some areas due to safety concerns.</p> <p>5= Spill will likely result in the need for a large scale evacuation and/or shelter-in, provision of potable water and significant impact to livestock and fish &amp; wildlife. Responders unable or experience a delay to deploy containment and recovery equipment due to safety concerns.</p>				

**Regulatory:**

1	2	3	4	5
<p>1= No regulatory reporting required; anticipated spills not reportable.</p> <p>2= Regulatory reporting required; no consequences anticipated.</p> <p>3= Regulatory requirements breached; administrative penalties.</p> <p>4= Regulatory investigation and response with penalties.</p> <p>5= Significant regulatory response and penalties.</p>				

**Financial:**

1	2	3	4	5
<p>1= &lt; \$ 10K with little media involvement (local only) and no impact on reputation.</p> <p>2= \$10k to \$100K with community concern, regional media coverage and impact on reputation.</p> <p>3= \$100K to &lt; \$1M with provincial media coverage and adverse impact on reputation.</p> <p>4= \$1m to \$10M with national news, public outrage/ short-term drop in market share price.</p> <p>5= \$10M + with recurring national attention, punitive action by government, long term major impact on market share and price.</p>				

**RISK ASSESSMENT - POINTS** \_\_\_\_\_/30

**NOTE:**

**IF YOUR RISK ASSESSMENT POINTS ARE < 12, YOU MAY NOT WISH TO PROCEED; OR PROCEED WITH PART 2 OF THE ASSESSMENT TO HELP IDENTIFY POSSIBLE ENHANCEMENTS TO YOUR EXISTING PROGRAM.**

## PART 2 – SPILL PREPAREDNESS

### Resources – Manpower:

1	2	3	4	5
1=	In-house trained, competent and experienced Incident Commanders and key ICS team members (including alternates), field employees that are trained in the deployment of surface water spill equipment and certified boat operators; capable of managing large, complex spills. Field staff directly involved in the local oil spill cooperative (Chairman, Alternate Chairman, Steering Committee, ISRT).			
2=	In-house ICS team, field employees that are trained to deploy spill containment and recovery equipment in a small water body, certified boat operators and contractors that have proven capability and are available. Past direct experience with local oil spill cooperative and/or familiar with cooperative.			
3=	Ability to provide in-house oversight and expertise with access to trained and competent contractors including an Operations Chief and certified boat operators.			
4=	In-house personnel with an awareness level of spill training only but with project management experience and a resource list with un-proven spill contractors and certified boat operators.			
5=	A resource list with un-proven spill contractors.			

### Equipment:

1	2	3	4	5
1=	In-house equipment strategically positioned for initial spill response with access to Oil Spill Cooperative equipment and specialized equipment from contractors and service providers.			
2=	Regional in-house equipment with access to Oil Spill Cooperative and contractor equipment.			
3=	Oil spill Cooperative equipment and equipment from contractors and service providers.			
4=	Oil Spill Cooperative equipment only.			
5=	Not a member in good standing with the Oil Spill Cooperative and/or a member with WPF outside of Coop boundaries.			

### Emergency Response Planning:

1	2	3	4	5
1=	Emergency response plan includes having a sufficient number of competent (trained, experienced and capable) workers to effectively respond to a spill, have completed spill deployment exercises and/or actually deployed spill containment and recovery in surface water.			
2=	ER drills include participation at WCSS equipment deployment exercises.			
3=	ER drills reflect spill response but do not include equipment deployment exercises			
4=	ER plans include information on spill response but there are no exercises and drills that address spills.			
5=	Current ERP planning and exercise drills do not include oil spill response.			

**Training:**

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1	2	3	4	5
1= Company has trained, sufficiently competent workers with the ability to respond to spills in surface water using WCSS equipment, and have access to competent contractors.				
2= Company has identified competent contractors to manage the spill response including equipment deployment.				
3= Workers are training through attendance at oil spill cooperative exercises only; no additional formal training.				
4= Cooperative exercise attendees do not participate in the hands-on portion of the exercise.				
5= No company trained workers and no participation in WCSS exercises.				

**SPILL PREPAREDNESS POINTS \_\_\_\_\_ /20 + RISK ASSESSMENT POINTS \_\_\_\_\_ /30**  
**TOTAL POINTS \_\_\_\_\_ /50**

- 40+ POINTS** – Immediate action to reduce risk and improve existing capability is required.
- 25 to 40 POINTS** – Additional risk reduction and spill preparedness steps should be taken.
- < 25 POINTS** – Provided resources are adequate, consider minor adjustments to improve.