

CONTACT CHECKLIST

Contact Checklist

**SPILL
REPORT FORM**

2.1

**EMERGENCY
SERVICES & LOCAL
RESOURCES**

2.4

**COMPANY
RESOURCES**

2.2

**GOVERNMENT
CONTACTS**

2.5

**WCSS RESOURCES &
CONTACT INFORMATION,
EQUIPMENT LOCATIONS**

2.3

SPILL REPORT FORM

2.1

Action

Collect information from caller.

Procedure

Time: _____ Day: _____
Month: _____ Year: _____
Name: _____
Company: _____
Address /
Location: _____
Phone: _____ Cellular: _____
Facsimile: _____ Follow-up Calls
(Telephone): _____

Other: _____

Description of Spill and Area Affected: _____

Action

Identify safety concerns.

Procedure

Injuries: _____

Emergency Services Required: Yes No
Emergency Services Contacted: Yes No

If Yes: Contact Name: _____
 Contact Number: _____ Time: _____
 Directions Given: _____

Use this table to identify residents / workers.

Names	Location	Contact Numbers

Comments: _____

Other Safety Concerns:

Action

- Identify environmental concerns.*

Procedure

- Fish, Wildlife, Waterfowl Affected: _____

- Water Intakes: _____

- Fire Hazard: _____

- Vegetation Affected: _____

- Livestock Affected: _____

- Other Environment Concerns: _____

Action

Identify public relation concerns.

Procedure

Media Contacted: Yes No

If Yes: Contact Name: _____
 Contact Number: _____ Time: _____
 Information Given: _____

Other Public Relations Concerns:



Determine the level of emergency.



Criteria	Alert: Minimal	Emergency Level		
		Level 1: Low	Level 2: Medium	Level 3: High
Risk Control	Immediate control of hazard, with progressive resolution of the situation	Immediate control of hazard is becoming progressively more complex because of deteriorating conditions	Imminent and/or intermittent control of the hazard is possible	Imminent control of the hazard is not possible
Containment	Control and relief systems functioning correctly	Control and relief systems functioning correctly	Some control and/or relief systems not operational	Key control and relief systems not operational
Impact Public/worker safety	On site only	On site, with possible impact off site	On site, with possible impact off site	Potential for public safety to be jeopardized
Environment	On site only	On site, with some potential off site. Minor or short term.	On site, with some off site. Minor or short term.	On site, with significant off site. Long term.

Action

- Determine possible response for specified incidents.

Procedure

		Emergency Level			
		Alert:	Level 1: Low	Level 2: Medium	Level 3: High
Communications					
Internal	Discretionary, depending on company policy	Discretionary, depending on company policy	Immediate notification of off site management	Immediate notification of off-site management	
External public	Courtesy at company discretion	Mandatory for individuals within the EPZ requiring notification	Planned and instructive as per the specific ERP	Immediate multi-agency (operator, municipal, provincial, or federal) response	
Media	Reactive, as required	Reactive, as required	Proactive media management to local or regional interest	Proactive media management to national interest	
Government	Notify ERCB if public contacted	Notify ERCB and local authority, if required for initial response	Notify ERCB and local authority	Notify ERCB and local authority	
Actions					
Internal	On site, as required by company	On site, as required by company. Initial response undertaken in accordance with the specific or corporate-level ERP	Predetermined public safety actions are under way. Corporate management team alerted and may be appropriately engaged to support on-scene responders.	Full implementation of emergency management system	
External	On site, as required by company	On site, as required by company	Potential for multi-agency (operator, municipal, provincial, or federal) response	Immediate multi-agency (operator, municipal, provincial, or federal) response	
Resources					
Internal	Immediate and local. No additional personnel required.	Establish what resources would be required	Limited supplemental resources or personnel required	Significant incremental resources required	

Action

- Describe actions taken to date.*

Procedure

- Company Personnel On Site: _____
Telephone: _____ Mobile: _____
Cellular: _____ Facsimile: _____

- Other Personnel On Site: _____

- Contacts Made to Date: _____

- Recommendations for Safety: _____

- Recommendations for Containment and Recovery: _____

- Recommendations for Environmental Protection: _____

**COMPANY
RESOURCES**

2.2

INTERNAL COMPANY NOTIFICATION

- Fill out the following table on receipt of this manual (*update when appropriate*). Based on company policy, contact the individuals listed and advise them of the spill situation.
- Ensure that the appropriate company internal contacts are made.

NAME	TITLE	WORK PHONE	WORK FAX	CELLULAR	RESIDENCE	EMAIL

NOTES: _____

COMPANY SPILL RESPONSE PERSONNEL

- Fill in the following table on receipt of this manual (*refer to Section 7 for job descriptions*).
- Obtain company equipment as required.

NAME	TITLE	WORK PHONE	WORK FAX	CELLULAR	RESIDENCE	EMAIL
RESPONSE POSITION						
INCIDENT (ON-SCENE COMMANDER)						
DEPUTY INCIDENT (ON-SCENE COMMANDER)						
SAFETY OFFICER						
PUBLIC INFORMATION OFFICER						
OPERATIONS CHIEF (CONTROL POINT SUPERVISOR)						
BOOM CAPTAIN						
SKIMMER / PUMP CAPTAIN						

BOAT CAPTAIN						
CLEANUP SUPERVISOR						
PLANNING CHIEF (ENVIRONMENT ADVISOR)						
TECHNICAL SPECIALISTS						
LOGISTICS CHIEF						
EQUIPMENT / LOGISTICS OFFICER						
COMMUNICATIONS OFFICER						
FINANCE CHIEF (COSTS STATISTICIAN)						

COMPANY EQUIPMENT – SPILL RESPONSE UNITS

- Fill in the following table on receipt of this manual.
- Obtain company equipment as required.

LOCATION	GENERAL DESCRIPTION	CONTACT NAME & 24 hr NUMBER	REQUIREMENTS TO TRANSPORT UNIT

Note: Insert Company Equipment Inventory Lists at the end of this section.

COMPANY SPILL EQUIPMENT - GENERAL

- Identify equipment that your company can provide from the following list.
- Complete the table below on receipt of this manual.

- | | | |
|---------------------------|---------------------------------------|--------------------------------------|
| - Airpacks | - Hardware | - Safety Supplies |
| - ATV's | - Helicopters | - Shelters |
| - Backhoes | - Highway Trucks | - Sorbents |
| - Bed Trucks | - Hose | - Snow Vehicles |
| - Boats, Jet | - Hot Water Units | - Steam Units |
| - Boats, Prop | - Ice Cutting Equipment | - Straw |
| - Boom | - Initial Spill Response Units | - Tanks |
| - Bridges, Portable | - Laboratories | - Tank Trucks |
| - Communication Equipment | - Labour Crews | - Toilet Facilities |
| - Compressor, Air | - Spill Response Units | - Vacuum Units |
| - Dozers | - Oilfield Supplies | - Valves / Parts |
| - Fire Fighting Equipment | - Pickers | - Welders |
| - Fixed-Wing Aircraft | - Power Plants | - Winter Spill Response Units |
| - Fluid Disposal | - Pumps | - Other |
| - Gas Monitors | - Pressure Trucks | |

LOCATION	GENERAL DESCRIPTION	CONTACT NAME & 24 hr NUMBER	REQUIREMENTS TO TRANSPORT UNIT
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	

LOCATION	GENERAL DESCRIPTION	CONTACT NAME & 24 hr NUMBER	REQUIREMENTS TO TRANSPORT UNIT
		Name: _____ Phone: _____	
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		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	

COMPANY CONSULTANTS

- Fill in the following table on receipt of this manual.
- Advise contacts that they are included in the manual and ensure roles are discussed.

A) SPILL RESPONSE SPECIALISTS

LOCATION	COMPANY	CONTACT	WORK	CELLULAR	RESIDENCE	DESCRIPTION OF EXPERTISE

B) ENVIRONMENTAL ENGINEERING & ASSESSMENT SPECIALISTS; SAMPLING SPECIALISTS

C) ENVIRONMENTAL LABORATORIES

D) FISHERIES, HABITAT BIOLOGISTS

COMPANY CONSULTANTS *(CONTINUED)*

E) GROUNDWATER CONSULTANTS

LOCATION	COMPANY	CONTACT	WORK	CELLULAR	RESIDENCE	DESCRIPTION OF EXPERTISE

F) HYDROLOGY CONSULTANTS

G) DIVERS

H) ICE RESCUE SPECIALISTS

I) TRANSPORTATION

J) WASTE MANAGEMENT

COMPANY CONSULTANTS *(CONTINUED)*

K) RECLAMATION

LOCATION	COMPANY	CONTACT	WORK	CELLULAR	RESIDENCE	DESCRIPTION OF EXPERTISE

L) OILFIELD CONTRACTORS (labourers)

M) BOAT OPERATORS

N) OTHER

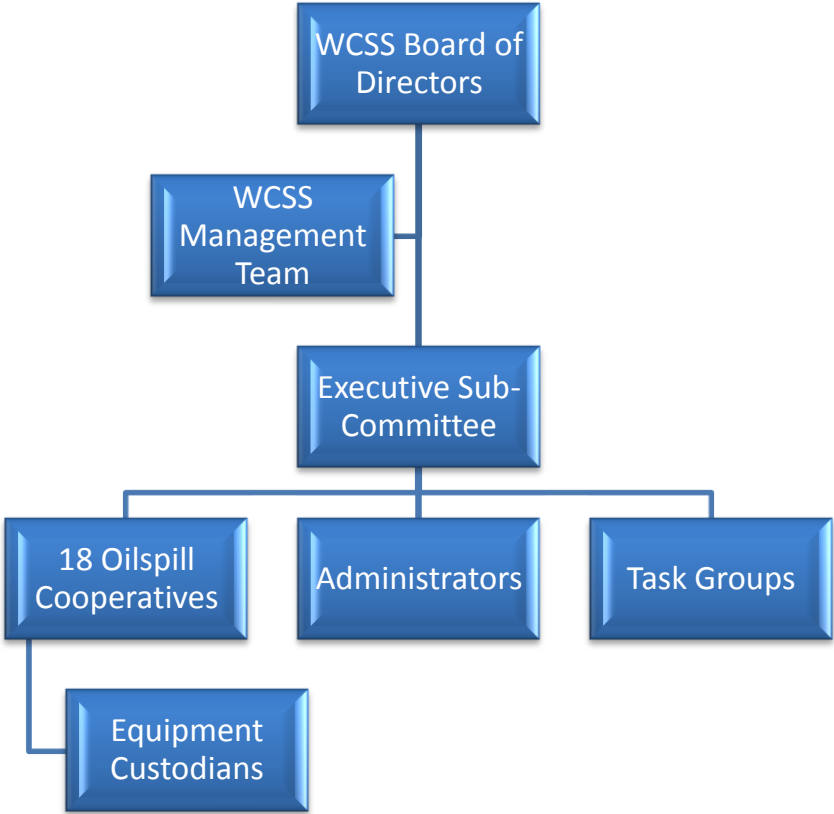
**WCSS RESOURCES &
CONTACT INFORMATION,
EQUIPMENT LOCATIONS**

2.3

For specific information contact: Western Canadian Spill Services Ltd. (WCSS)
 Box 503, 3545 - 32 Avenue NE
 Calgary, AB T1Y 6M6

24 Hour..... 1 (866) 541-8888
 Telephone.....(403) 516-8019
 Facsimile.....(403) 516-8166
 E-Mail.....info@wcss.ab.ca

ORGANIZATIONAL STRUCTURE



Please refer to our website for the most updated version of this section for your manual. We recommend that you check for updates in each quarter, in order to maintain up to date information. The following instructions will assist you in updating section 2.3 of this manual.

1. www.wcss.ab.ca
2. Hold your mouse over Contingency Manual – allow time to show the drop-down menu



The screenshot shows the website for Western Canadian Spill Services Ltd. (WCSS). The top navigation bar includes links for HOME, ABOUT US, EQUIPMENT, TRAINING, MAPS, WCSS CONTACTS, CONTINGENCY MANUAL, R & D, and PUBLICATIONS/REPORTS. The CONTINGENCY MANUAL link is highlighted with a red circle, and a red drop-down menu is visible below it, containing the options: Generic Manual, Updates, and Control Point Maps. An arrow points from the text above to the CONTINGENCY MANUAL link. The main content area features a header with the WCSS logo and the text "Western Canadian Spill Services Ltd.". Below this is a section titled "PETROLEUM INDUSTRY'S COMMITMENT TO SPILL PREPAREDNESS & ENVIRONMENTAL PROTECTION". To the right of this section is a "WHAT'S NEW" button. Below the header are four image-based links: EQUIPMENT (showing a boat), TRAINING (showing people in a field), CONTINGENCY MANUAL (showing a spill response), and WCSS CONTACTS (showing a map). To the right of these links is a section titled "OUR PURPOSE" with text describing the organization's mission. At the bottom of the page, there is a footer with navigation links and a copyright notice: "© 2007 Western Canadian Spill Services Ltd."

1. Hold your mouse over Updates – allow time to show the drop down menu
2. Next, click on Generic Updates



HOME ABOUT US EQUIPMENT TRAINING MAPS WCSS CONTACTS CONTINGENCY MANUAL R & D PUBLICATIONS/REPORTS

WCSS
Western Canadian Spill Services Ltd.

PETROLEUM INDUSTRY'S COMMITMENT TO SPILL PREPAREDNESS & ENVIRONMENTAL PROTECTION

WHAT'S NEW

OUR PURPOSE

Cooperatives operate within specific geographic areas.

The petroleum companies in each Co-op work together to achieve a state of spill response readiness. To accomplish this Cooperatives maintain spill contingency plans and strategically place OSCARS (Oil Spill Containment and Recovery units) that are available to all member companies in the area. They hold annual training exercises and provide educational funding for their membership. In an effort to continually improve, Co-ops are often involved in research and development projects.

EQUIPMENT

TRAINING

CONTINGENCY MANUAL

WCSS CONTACTS

Click on our What's New section on the top right for current updates

HOME | ABOUT US | EQUIPMENT | TRAINING | MAPS | WCSS CONTACTS | CONTINGENCY MANUAL | RESEARCH & DEVELOPMENT | PUBLICATIONS/REPORTS | SITE MAP

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Check the footer date in your printed section 2.3. If this is a different date than what is indicated in the left column (ie: the footer in your manual says December 2009, and the Date in the left column on the website says June 2010), click on the highlighted link (Company & WCSS Resources 2.3), print double-sided, and place in your manual.

NOTE

If your manual has a Lease Agreement in Section 2.4, remove it and refer to Section 10. The most recent version of the WCSS Lease Agreement is located in Section 10 of this manual.

HOME ABOUT US EQUIPMENT TRAINING MAPS WCSS CONTACTS CONTINGENCY MANUAL R. & D PUBLICATIONS/REPORTS

WCSS
Western Canadian Spill Services Ltd.

Generic Manual Updates
Generic updates
Co-op updates
Control Point Maps

GENERIC UPDATES
Oil Spill Contingency Manual Updates:

The WCSS Oil Spill Contingency Manual format has been updated. All updates have been incorporated to the new format. Please contact Shannon Jarrell at 403.516.8019 if you have any questions.

The following pages have been updated in the WCSS Oil Spill Contingency Manual. For Section 2.3, please click on the link(s) below, print double-sided and place the updated section into the corresponding section of your manual.

Please remember to check this page on a quarterly basis, to ensure that your manual is up to date.

2010 ARCHIVED CHANGES - we thank you for your patience as we upload this information.

Date	Section	Description Reason for Update
February 2011	Section 2.3	Update to Area N and Area W equipment location.

REMEMBER: to ensure that your manual is always up to date, check these links every 4 months.

Contact information regarding Co-op Area Steering Committees and Initial Response Teams are kept with your Area Chairman and Administrators. Please ensure you have their contact information readily available to you at all times.

WCSS CONTACTS

President & COO

Alan B. McFadyen

Western Canadian Spill Services Ltd.
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Administrator & Training
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Alberta Provincial Co-op
Chairman

Jim Barbour

Keyera Energy

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7664

Cellular: (403) 507-1021
E-Mail:..... barbojr@telusplanet.net

Internet Web Site

www.wcss.ab.ca

WCSS EXECUTIVE SUB-COMMITTEE

Lorne Schmidt
Zone 1
Co-op Areas P, Q, S
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Cellular:.....(403) 501-8673
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Marvin St. Louis
Zone 2
Co-op Area H, M, N, O, U
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Email:..... marvin.stlouis@apachecorp.com

Dave Clough
Zone 3
Co-op Area G, I/J
Telephone:.....(403) 746-8316
Cellular:.....(403) 844-7433
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Email:..... dclough@suncor.com

Trent Myck
Zone 4
Co-op Area D, W
Telephone:.....(403) 845-5020 ext 225
Cellular:.....(403) 844-6201
Facsimile:.....(403) 845-2777
Email:..... trent.e.myck@esso.ca

Mike Gadde
Zone 5
Co-op Areas VR-1, Y
Telephone:.....(403) 237-4623
Cellular:.....(403) 880-9296
Facsimile:.....(403) 231-2816
Email:..... mgadde@talisman-energy.com

Ken Chalmers
Zone 6
Co-op Areas A, C, E, T
Telephone:.....(403) 845-4728 Ext:3
Cellular:.....(403) 861-3645
Facsimile:.....(403) 845-4738
Email:..... skn.chalmers@taqa.ca

WCSS CHAIRMEN & ALTERNATE CHAIRMEN

Please refer to our website www.wcss.ab.ca for up-to-date information.

CHAIRMEN AND ALTERNATE CHAIRMEN		
Area A Chairman (Zama-Virgo)	Peter Morrison Imperial Oil Resources Ltd.	Ph: (780) 956-8510 Cell: (780) 956-4115 Fax: (780) 956-3350 peter.g.morrison@esso.ca
Area A Alternate Chairman	Megan Bridger Apache Canada Corporation	Ph: 780-683-8024 Fax: 780-683-2251 Cell: 780-926-6339 megan.bridger@apachecorp.com
Area C Chairman (Northeast BC)	Ken Ferns Provident Energy Ltd.	Ph: (250) 787-1252 Cell: (250) 262-1711 Fax: (250) 787-1272 kferns@providentenergy.com
Area C Alternate Chairman (Northeast BC)	Don Brown Suncor Energy Inc.	Ph: (250) 774-2313 Cell: (250) 775-0364 Fax: (250) 774-7916 dbbrown@suncor.com
Area D Chairman	Chris Labrie Plains Midstream Canada	Ph: (780) 849-6942 Cell: (780) 805-5480 Fax: (780) 849-6972 clabrie@pmclp.com
Area D Alternate Chairman	Douglas Boisvert Husky Energy™	Ph: (780) 849-4708 Cell: (780) 805-0571 Fax: (780) 849-5500 Douglas.boisvert@huskyenergy.ca
Area E Chairman (Smoky River Basin)	Jason Foster Secure Energy	Ph: (780) 622-7987 Cell: Fax: jfoster@secure-energy.ca
Area E Alternate Chairman	Nolan Steinwand Pengrowth Corporation	Ph: (250) 787-7974 Cell: (250) 262-5442 Fax: (403) 693-8854 Nolan.Steinwand@pengrowth.com

CHAIRMEN AND ALTERNATE CHAIRMEN

Area G Chairman (Pembina)	Trent Myck Imperial Oil Resources Ltd.	Ph: (403) 845-5020 ext 225 Cell: (403) 845-2777 Fax: (403) 844-6201 trent.e.myck@esso.ca
Area G Alternate Chairman	Darren Stang Daylight Energy	Ph: (780) 621-3383 Cell: (780) 202-0943 Fax: (780) 621-3936 dstang@daylightenergy.ca
Area H Chairman (Red Deer - Rocky Mountain House)	Dave Clough Suncor Energy Inc.	Ph: (403) 746-8316 Cell: (403) 844-7433 Fax: (403) 845-2195 dclough@suncor.com
Area H Alternate Chairman	Christine Beermann Penn West Petroleum Ltd.	Ph: (403) 843-4944 Fax: (403) 843-4952 Cell: (403) 844-3935 christine.beermann@pennwest.com
Area I/J Chairman (Redwater/Devon)	Don Carter Pembina Pipeline Corporation	Ph: (780) 467-6464 ext. 627 Cell: (780) 913-7447 Fax: (780) 467-1083 dcarter@pembina.com
Area I/J Alternate Chairman	Trent Burgardt Enbridge Pipelines	Ph: (780) 449-2678 Cell: (780) 203-9043 Fax: (780) 449-2463 trent.burgardt@enbridge.com
Area M Chairman (Harmattan-Innisfail)	Stephen Michalsky Bonavista Petroleum	Ph: (403) 638-3208 Cell: (403) 636-1090 Fax: (403) 638-3216 stephen.michalsky@bonavistaenergy.com
Area M Alternate Chairman	VACANT	
Area N Chairman (Joarcam-Clive-Joffre-Bonnie Glen)	Marvin St. Louis Apache Canada Corp.	Ph: (780) 877-3784 Cell: (403) 740-6095 Fax: (403) 877-3794 marvin.stlouis@apachecorp.com
Area N Alternate Chairman	Geoff Savill Imperial Oil Resources Ltd.	Ph: (780) 987-8408 Cell: (780) 940-3534 Pager: (780) 671-2795 Fax: (780) 987-8489 geoffrey.g.savill@esso.ca

CHAIRMEN AND ALTERNATE CHAIRMEN

Area O Chairman (Stettler-Wimborne)	Duane Bolin Encana Corporation	Ph: (403) 823-1011 Cell: (403) 823-0532 Pager: (403) 820-3400 Fax: (403) 823-1060 duane.bolin@encana.com
Area O Alternate Chairman	VACANT	
Area P Chairman (Calgary)	Larry Marshall Encana Corporation	Ph: (403) 823-1002 Cell: (403) 934-7349 Fax: (403) 290-2314 larry.marshall@encana.com
Area P Alternate Chairman	Lorne Schmidt Enerplus Energy Fund	Ph: (403) 362-7733 ext 25 Fax: (403) 362.7781 Cell: (403) 501-8673 lschmidt@enerplus.com
Area Q Chairman (Turner Valley)	Dan Janicki Legacy Oil & Gas	Ph: (403) 558-3757 exr.245 Cell: (403) 312.3617 Fax: (403) 558-3985 djanicki@legacyoilandgas.com
Area Q Alternate Chairman	Scott McLean Compton Petroleum	Ph: (403) 652-0218 Cell (403) 899.2392 Fax: (403) 652-1369 smclean@comptonpetroleum.com
Area VR-1 Chairman (Lakeland-Lloydminster)	Ryan Wartman Black Pearl Resources	Ph: (780) 808-8448 Cell: (780) 808-1624 Fax: (306) 808-8441 ryan.wartman@pxx.ca
Area VR-1 Alternate Chairman	Dean Deck Talisman Energy	Ph: (780) 858-6037 Cell: (780) 842-7343 Fax: ddeck@talisman-energy.com
Area S Chairman (Southeast Alberta)	Adam Szoke Husky Energy	Ph: (403) 544-3317 Cell: (403) 952-9760 Fax: (403) 544-3303 adam.szoke@huskyenergy.ca
Area S Alternate Chairman	Gary Lobdell Husky Energy	Ph: (403) 792-9324 Cell: (403) 423-0098 Fax: (403) 792-3615 gary.lobdell@huskyenergy.com

CHAIRMEN AND ALTERNATE CHAIRMEN

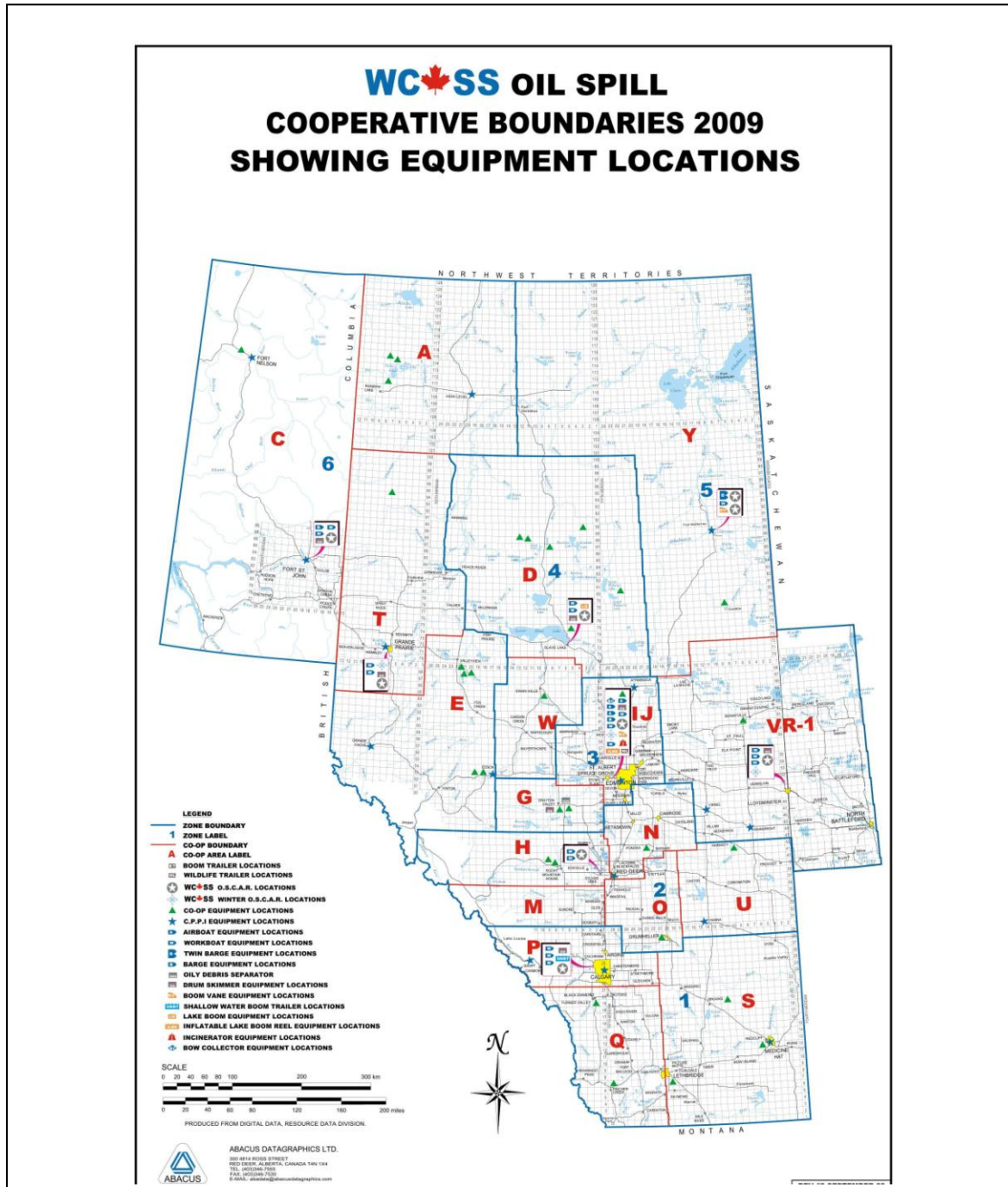
Area T Chairman (Grande Prairie)	Bill Nalder Canadian Natural Resources Ltd.	Ph: (780) 831-7466 Cell: (780) 518-5457 Fax: (780) 538-9394 bill.nalder@cnrl.com
Area T Alternate Chairman (Grande Prairie)	Allan Alstad Conocophillips Canada	Ph: (780) 832-0630 Cell: (780) 876-5303 Fax: (780) 532-3569 allan.j.alstad@conocophillips.com
Area U Chairman (Coronation)	Jamie Mowbray Enbridge Pipelines Inc.	Ph: (780) 888-8352 Cell: (780) 888-5259 Fax: (780) 888-2397 jamie.mowbray@enbridge.com
Area U Alternate Chairman	Todd Baumgartner Gibson Energy Ltd.	Ph: (780) 888-8250 Cell: (780) 888-2253 Fax: (780) 252-0003 Todd.Baumgartner@gibsons.com
Area W Chairman (Whitecourt)	Tim McTaggart Devon Canada	Ph: (780) 333-7809 Cell: (780) 333-5028 Fax: (780) 333-7840 tim.mctaggart@dvn.com
Area W Alternate Chairman	Ryan Simard Devon Canada	Ph: (780) 333-7800 Cell: (780) 333-8631 Fax: (780) 333-2997 ryan.simard@dvn.com
Area Y Chairman (Fort McMurray)	Al McCutcheon InterPipeline Fund	Ph: (780) 714-5461 Cell: (780) 881-2050 Fax: (780) 743-1678 amccutcheon@interpipelinefund.com
Area Y Alternate Chairman	Kirk Sutherland Pembina Pipeline Corporation	Ph: (780) 467-6464 Ext: 645 Cell: (780) 718-9774 Fax: (780) 467-1083 ksutherl@pembina.com

WCSS ADMINISTRATORS

ADMINISTRATORS		
Administrator - Area VR-1	Audrey Campbell Admin Advantage Box 6023 Bonnyville, AB T9N 2G7	Ph: (780) 826-4146 Cell: (780) 812-5245 Fax: (780) 826-2676 arcadmin@mcsnet.ca
Administrator - Area T - Area E - Area C	Gail O'Neill 9611 105 Avenue Fort St. John, BC V1J 2L9	Ph: - Cell: (250) 261-9163 Fax: (250) 785-9194 gails@pris.bc.ca
Administrator - Area P - Area Q - Area S - Area M - Area H - Area N - Area O - Area I/J - Area Y - Area A - Area U	Jackie Marchbank Sageland Resources Box 1133 Rocky Mountain House, AB T4T 1A8	Ph: (403) 845-6961 Cell: (403) 845-0054 Fax: (403) 845-6961 sageland@telusplanet.net
Administrator - Area D	Krista Hunt The Business Factory Box 1464 Slave Lake, AB T0G 2A0	Ph: (780) 849-6660 Cell: (780) 805-0541 Fax: (780) 849-6662 kristahunt@live.ca
Administrator - Area W	Sharon Veroba R&S Veroba Oilfield Services Ltd. Box 674 Swan Hills, AB T0G 2C0	Ph: (780) 333-2194 Cell: (780) 333-1599 Fax: (780) 333-3071 Sharon.veroba@dvn.com
Administrator - Area G	Dione Bailey Box 842 Breton, AB T0C 0P0	Cell: (780) 515-1888 Fax: (780) 696-3727 dioneb@hotmail.com

2.3.2 MAP OF PROVINCIAL COOPERATIVE BOUNDARIES

- Identify area of interest.
- Refer to the following map that outlines Cooperative geographic areas.
- Contact WCSS as necessary: Box 503, 3545 - 32 Avenue N.E., Calgary, Alberta T1Y 6M6
Telephone: (403) 516-8019 Facsimile: (403) 516-8166 E-Mail: info@wcss.ab.ca



2.3.3 WCSS EQUIPMENT CUSTODIAN CONTACT LIST

To view a detailed list of WCSS Equipment Inventory, please refer to
www.wcss.ab.ca

Z O N E	CO-OP	EQUIPMENT STORAGE LOCATION	CUSTODIAN	CONTACT INFORMATION	EQUIPMENT	TRANSPORT REQUIREMENTS
1	P	Calgary (City of Calgary Maintenance Yard)	SWAT	Trever Miller Cell: (403) 863-7928 24-hr: 1-866-610-7928 Fax: (403) 901-1018	OSCAR Workboats (3) Hydraulic Drum Skimmer with Diesel Power-Pak and Pump	Semi-truck ½ -ton truck (ball hitch) ½ -ton truck (ball hitch)
	Q	Turner Valley	Legacy Oil & Gas	Dan Janicki Ph: (780) 558-3757 ext. 245 Fax: (403) 558-3985	Mini-OSCAR	¾ ton truck (ball hitch)
		Pincher Creek Area	Shell Canada Ltd.	Cal Piotrowski Ph: (403) 627-7284 Cell: (403) 627-7701 Fax: (403) 627-7129 24 hr: (403) 627-4200	Mini-OSCAR	¾ ton truck (ball hitch)
	S	Lethbridge	Midwest Pumps Ltd.	Adrian Schuurman Ph: (403) 329-0427 Fax: (403) 327-4660	Mini-OSCAR	¾ ton truck (ball hitch)
		Brooks (Enerplus Battery)	Absolute Safety	Rob Drader Ph: (403) 362-7100 Cell: (403) 633-1234	45' Trailer	Tractor Truck
Medicine Hat		Absolute Safety	Rob Drader Ph: (403) 362-7100 Cell: (403) 633-1234	C-Can Skid Unit	Bed Truck	
2	H	Sylvan Lake	HSE Integrated Ltd.	Rob Graefer Ph: (403) 887-1111 24 hr: 1-866-347-3911 Fax: (403) 887-3339	OSCAR Workboats (2) Mini Oscar (2)	Semi-truck ½ ton truck (ball hitch) ¾ ton truck (ball hitch) ¾ ton truck (ball hitch)
		Rocky Mountain House	Challand Excavating Ltd.	Clint Challand or Rick Ph: (403) 845-2469 Cell: (403) 845-0018 Fax: (403) 845-4844	Skid Units (2)	Bed Trucks
	M			Pending	Mini-OSCAR (2) Out of Service: Temporarily relocated to HSE's yard in Sylvan Lake.	
	N	See Acheson, Sylvan Lake or Hardisty				
	O	Drumheller	Encana Corporation	Encana Drumheller Control Room 24 hr: (403) 823-1049	Mini-OSCAR	¾ ton truck (ball hitch)
	U	Hardisty	Greg's Contracting Services Ltd.	Tammy Maxwell/ Trevor Bitzer Ph:(780) 888-3845 After Hrs: Max Devey (780) 209-7363	OSCAR	Semi-truck

Z O N E	CO-OP	EQUIPMENT STORAGE LOCATION	CUSTODIAN	CONTACT INFORMATION	EQUIPMENT	TRANSPORT REQUIREMENTS
3	G	Drayton Valley	PennWest Petroleum Storage	Area G Spill Cooperative Ph: (780) 542-8738	Skid Units (2) Hydraulic Drum Skimmer with Diesel Power Pak Oil Debris Separator	Bed Truck Bed Truck
	I/J	Acheson	Dicks Welding & Contracting	Dick Fairclough Ph: (780) 962-1503 24 hr: (780) 914-0928 Fax: (780) 962-1504	OSCAR Workboats (4) Barge Winter OSCAR Boom Vane (Shallow Draft) Hydraulic Drum Skimmer (2) (with pump and Hydraulic power pack) Incinerator Inflatable Lake Boom Bow Collector Airboats (3) Training Trailer	Semi-truck ½ ton truck (ball hitch) 1 ton truck (ball hitch) ¾ ton truck (ball hitch) ½ ton truck Semi-truck ¾ ton truck (ball hitch) ½ ton truck (ball hitch) ¾ ton truck (ball hitch)
4	D	Slave Lake	Slave Lake Safety	Ph: (780) 849-1111 24 hr : (780) 849-4214	OSCAR Workboats (2) Hydraulic Drum Skimmer with Diesel Power Pac Lake Boom	Semi-truck ½ ton truck (ball hitch)
		Mitsue Gas Plant	Penn West	Murray Cronk Ph: (780) 849-7933 Fax: (780) 849-7989 Cell: (780) 805-2046 or Doug Severson Ph: (780) 849-3800 Cell: (780) 849-8509	Skid Unit	Bed Truck
		Nipisi	Canadian Natural Resources Ltd.	Mark Russell (CNRL) Ph: (780) 849-7027 Cell: (780) 849-1131 Fax: (780) 849-7003 or Monty MacEwen (Vermilion-Utikuma) Ph: (780) 849-4303 Cell: (780) 849-1102 Fax: (780) 849-4866	Skid Unit	Bed Truck
		Red Earth	Plains Marketing Canada L.P.	Chris Labrie Ph: (780) 805-9704 Cell: (780) 805-5480	Skid Units (2)	Bed Trucks
		Wabasca	Malloy's Welding Shop	Malloy's Welding Shop Ph: (780) 891-2224	Skid Unit	Bed Truck

Z O N E	CO-OP	EQUIPMENT STORAGE LOCATION	CUSTODIAN	CONTACT INFORMATION	EQUIPMENT	TRANSPORT REQUIREMENTS
		Evi Field	Rainbow Pipeline	Wayne Denman (Rainbow Pipe Peace River) Ph: (780) 624-3751 Ext. 222 Cell: (780) 618-3805 Fax: (780) 624-3138	Skid Unit	Bed Truck
	W	North Avenue, Swan Hills (beside Carillion's Highway Maintenance Yard)	Willy, Louise & Sons Oilfield Service Ltd.	Floyd McKeever Ph: (780) 333-5187	Skid Unit	Bed Truck
		Whitecourt	KMC Oilfield Maintenance Ltd.	(780) 778-0691 (24-hour dispatch)	45' Trailer	
5	Y	Fort McMurray	Clean Harbors	Warren Petten / Tim Mottle Ph: (780) 743-0222 Cell: (780) 598-5281	OSCAR Trailers (1) Workboat Boom Vane Barge Skid Unit (1) Skid Unit	1 ton truck ½ ton truck (ball hitch) ¾ ton truck (ball hitch)
		Conklin	Clean Harbors	Warren Petten / Tim Mottle Ph: (780) 743-0222 Cell: (780) 598-5281	Skid Unit	Bed Truck
	VR-1	Husky Pipeline Yard	Husky Pipeline Control Room	Control Room 24 hr: (780) 871-6621 Cell: (780) 205-2222	OSCAR Trailers (2) Workboats (3) Winter OSCAR Hydraulic Drum Skimmer with Power Pak and Pump	Tractor Trucks ½ ton truck (ball hitch) ¾ ton truck (ball hitch)
		Bonnyville	B & R Eckels (B & R Dispatch)	24 hr: (780) 826-3889	Mini OSCAR Trailer	
6	C	Fort St. John	Clean Harbours	Jamie Wilson Ph: (888) 698-5565 Fax: (250) 785-4571	OSCAR Trailer Barge Workboats (3) OSCAR Skid Unit requiring Bed Truck Drum Skimmer	Tractor Truck 1 ton truck (ball hitch) ½ ton truck (ball hitch)
		Fort Nelson	Clean Harbours	Jamie Wilson Ph: (888) 698-5565 Fax: (250) 785-4571	Skid Unit	Bed Truck or Oilfield Float Trailer
	A	Rainbow Lake (Husky Oil Operations Yard)	Husky Energy	James Barnhill Ph: (780) 956-8052 Cell: (780) 956-1814 Fax: (780) 956-8088	OSCAR Trailer	Tractor Truck
		Zama Apache/Zama	Muzzy's Contracting 2000 Ltd.	Gary Muzichuk Ph: (780) 841-8656 Ph #2: (780) 926-6648 Cell (780) 841-8656 Fax: (780) 956-8088 Apache Control Room – (780) 683-8011	Skid Units (2)	Bed Truck

Z O N E	CO-OP	EQUIPMENT STORAGE LOCATION	CUSTODIAN	CONTACT INFORMATION	EQUIPMENT	TRANSPORT REQUIREMENTS
		Manning	Apache Chinchaga Gas Plant	Apache Chinchaga Gas Plant Ph: (780) 836-3364 For transportation call: Silvertip Oilfield Services Ph: (780) 836-3792	Skid Unit	Bed Truck
	T	Grande Prairie	Clean Harbours	Wayne MacLennan Ph: (780) 532-4331 Fax: (780) 532-4405	OSCAR Winter OSCAR Hydraulic Drum Skimmer (with pump and hydraulic power pack) Workboats (2)	Semi-truck ¾ ton truck (ball hitch) ¾ ton truck (ball hitch)
	E	Valleyview Pembina Valleyview Pump Station	Pembina Pipelines	Gerald Rogers Ph: (780) 524-3392 ext. 261 Cell: (780) 524-8877 Fax: (780) 524-4676	Skid Units (3)	Bed Truck
		Fox Creek	Penn West Energy Trust	Brian Trudzik Ph: (780) 622-3112 Cell: (780) 333-1568 Fax: (780) 622-3132	Skid Unit	Bed Truck
		Edson Flint Energy Yard – Edson Hwy.	Flint Energy	Nick Steinke Ph: (780)723-3678	Skid Units (2)	Bed Truck

**EMERGENCY
SERVICES & LOCAL
RESOURCES**

2.4

EMERGENCY SERVICES

- Determine your location using, exact legal land description, place name or GPS coordinates.
LSD____ Sec____ Twp____ Rge____ W__M
Coordinates: _____

- If emergency medical care is required, call 911 immediately.
- If the medical emergency occurs outside of the local 911 service area or in a remote area or you are at a STARS Emergency Link Centre (ELC) registered site, contact the ELC at 1 (888) 888-4567 (or *4567 on cellular). The STARS Emergency Link Centre allows:
- Pre-registration of remote sites such as spill sites for assistance with emergency response if required.
 - Coordination of medical, search and rescue, ground ambulance, RCMP, helicopter and airplane emergency response.
 - Coordination with ground and air ambulance dispatch for ground ambulance, fixed wing or helicopter support.
 - Coordination with emergency services for direct scene call helicopter response or ground ambulance meeting the helicopter on the highway.
 - Site registration can be done by contacting the STARS Emergency Link Centre at 1-888-888-4567 or by email at industry@stars.ca.

LOCAL RESOURCES – SPILL EQUIPMENT

- Identify equipment that is available locally from the following list.
- Complete the table below on receipt of this manual.

- | | | |
|---------------------------|---------------------------------------|--------------------------------------|
| - Airpacks | - Hardware | - Safety Supplies |
| - ATV's | - Helicopters | - Shelters |
| - Backhoes | - Highway Trucks | - Sorbents |
| - Bed Trucks | - Hose | - Snow Vehicles |
| - Boats, Jet | - Hot Water Units | - Steam Units |
| - Boats, Prop | - Ice Cutting Equipment | - Straw |
| - Boom | - Initial Spill Response Units | - Tanks |
| - Bridges, Portable | - Laboratories | - Tank Trucks |
| - Communication Equipment | - Labour Crews | - Toilet Facilities |
| - Compressor, Air | - Spill Response Units | - Vacuum Units |
| - Dozers | - Oilfield Supplies | - Valves / Parts |
| - Fire Fighting Equipment | - Pickers | - Welders |
| - Fixed-Wing Aircraft | - Power Plants | - Winter Spill Response Units |
| - Fluid Disposal | - Pumps | - Other |
| - Gas Monitors | - Pressure Trucks | - |

LOCATION	GENERAL DESCRIPTION	CONTACT NAME & 24 hr NUMBER	REQUIREMENTS TO TRANSPORT UNIT
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	

LOCATION	GENERAL DESCRIPTION	CONTACT NAME & 24 hr NUMBER	REQUIREMENTS TO TRANSPORT UNIT
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	
		Name: _____ Phone: _____	

GOVERNMENT CONTACTS

2.5

SPILL RESPONSE FLOWCHART – ALBERTA

UNREFINED PRODUCT RELEASE

Energy Resources Conservation Board (ERCB)
(refer to government contact list for appropriate ERCB Field Office)

REFINED PRODUCT RELEASE

Alberta Environment (AENV)
1 (800) 222-6514 24Hrs.

UNREFINED & REFINED PRODUCT RELEASE

Dangerous Goods Control Coordination and Information Centre
Province Wide: 1 (800) 272-9600 and local police
Edmonton: Ph. (780) 422-9600
Fax (780) 427-1044
Website: www.inftra.gov.ab.ca

REPORTING REQUIRED WHEN

- Volume exceeds 2 m³ on lease
- Any volume off-lease
- All pipeline releases
- Volume is less than 2 m³ on lease, but may, has, or is causing an adverse effect through cumulative releases (i.e.: A number of small releases that occur at the same location over a prolonged period of time may have the potential to cause an adverse effect).

REPORTING REQUIRED WHEN

- Release of any size that may, has, or is causing an adverse effect, on or off-lease
- Volume exceeds those specified in Table 1 (on reverse)
- Volume is less than those specified in Table 1, but may, has, or is causing an adverse effect through cumulative releases (i.e.: A number of small releases that occur at the same location over a prolonged period of time may have the potential to cause an adverse effect).

REPORTING REQUIRED WHEN

- Release is associated with road transportation, and released product is TDG regulated and volume exceeds those specified in Table 1 (on reverse).

PLUS

- If the release may, has or is causing an adverse effect, a written report must be submitted to Alberta Environment.

PLUS

- If the release may, has or is causing an adverse effect, a written report confirming the oral report, must be submitted to Alberta Environment, Environmental Service Response Centre.

NO REPORTING REQUIRED WHEN

NO REPORTING REQUIRED WHEN

- Volume is less than 2 m³ on lease, and has no potential to cause an adverse effect.
- Release is fully contained by a containment device/facility or confined by an acceptable barrier, has no potential to cause an adverse effect and does not have odours or vapour that may cause an adverse effect.

The written report to AE must be submitted within 7 days of the oral report and must include the following information, where reasonably available:

- a) The date and time of the release.
- b) The location of the point of the release.
- c) The duration of the release and the release rate.
- d) The composition of the release showing with respect to each substance, its concentration, and the total weight, quantity or amount released.
- e) A detailed description of the circumstances leading up to the release.
- f) The steps or procedures which were taken to minimize, control or stop the release.
- g) The steps or procedures which will be taken to prevent similar release.
- h) Any other information required by the Director.

This flowchart is compiled from information received from government departments regarding reporting of types of spills common to the oil and gas industry. All persons utilizing this flowchart are reminded it has no legislative sanction and that the AEPEA Release Reporting Regulation, Oil and Gas Conservation Regulations and Transportation of Dangerous Goods Regulations should be consulted for all purposes of interpretation and application of the law.