

# APPENDIX 7

## EMERGENCY RESPONSE PLAN







# EMERGENCY RESPONSE PLAN

DOCUMENT FACEPLATE

<b>CLIENT:</b>	Independent Pipeline Company
<b>PROJECT:</b>	Aviation Fuel Pipeline
<b>CLIENT PROJECT NO.:</b>	0362
<b>TITLE:</b>	Emergency Response Plan
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APPROVALS FOR THIS ISSUE

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<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Mary White Author	Project Engineer		12/09/2014
Michael Lennon Approver	Project Director		17/10/2014

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**1. Objectives**

This Emergency Response Plan has been designed to contribute to an efficient and orderly response to a leak of the product from the aviation fuel pipeline.

The objectives of this plan are as follows:

- To contain and control an incident in order to minimise the effects, and to limit damage to persons, the environment and property
- To communicate the necessary information to the public and emergency services and authorities concerned in the area
- Provide for restoration and clean-up of the environment

**2. Introduction**

The aviation fuel pipeline will transport Jet A-1 Aviation Fuel from Dublin Port to Dublin Airport.

**3. Emergency Procedures**

The hazard associated with this pipeline is the release of fuel into the natural environment.

**3.1 General Instructions**

- Confirm that the pipeline is not operating.
- Notify Key Personnel
- Identify the location of the leak
- Advise the Emergency services.
- Co-operate with the Principal Response Agency/ Emergency Services

**3.2 Notifying Procedures/Key Personnel**

Key Personnel to be notified immediately.

RESPONSIBILITY	NAME	POSITION	NUMBER
IPC Incident Manager		Director of Oil and Gas, Fingleton White	
IPC Site Incident Controller		Operations Manager	
IPC Assistant Site Incident Controller		Operations Supervisor	
IPC Emergency Response Team Leader		Emergency Response Team, Reynolds Logistics	

**3.3 Special Responsibilities**

The Operations Manager will be the company's focal point throughout the incident and will work closely with the emergency services. He/she will be the IPC Site Incident Controller.

The Fingleton White Director of Operations for oil and gas projects will be the IPC Incident Manager with responsibility for liaising with the Principal Response Agency that is in overall control of the incident and all matters involving the Press/Media statements.

The incident will be controlled from an emergency control centre which will be established adjacent to the location of the leak.

The IPC Emergency Response Team will provide back up if required by the Principal Response Agency.

### **3.3.1 IPC Site Incident Controller**

- Assess the incident and activate the internal emergency plan (this document)
- Inform appropriate Key Personnel
- Establish the source of the leak
- Cordon off the site
- Inform and liaise with emergency services as required
- Draw up an evacuation plan if necessary
- If necessary mobilise the IPC Emergency Response Team
- If there is risk of pollution advise Local Authorities, EPA
- Arrange for the necessary equipment, materials and manpower to deal with the spill:
  - Plug the leak
  - Contain the spill.
  - Traffic management
  - Pump the leaked fuel to a tanker and dispose to a registered facility.
- Keep authorities, public services and affected third parties informed of progress of the emergency operations.
- Do not restart normal working operations in the vicinity until all hazards have been removed and that it is safe and acceptable to do so.
- Maintain incident log

### **3.3.2 IPC Incident Manager**

- Set up emergency control centre
- Mobilise key personnel
- Maintain log of all events/actions
- Get regular update on situation, severity, and prognosis.
- Inform Dublin City Council, Fingal County Council, Dublin Port Authority, Dublin Airport Authority, EPA if necessary
- Inform other Companies in the Port area if necessary
- Provide information to the Principal Response Agency for the news media, if necessary
- Arrange for on-going record of emergency response and decisions made

- Provide for welfare needs of personnel
- Ensure that full consideration is given to the preservation of evidence
- In consultation with the Local Authority and specialist contractors arrange the restoration of affected areas after the emergency.
- Engage Specialist contractors
- Arrange for removal and disposal of contaminated soil

**3.4 Emergency Control Centre (ECC)**

The emergency control centre will be set up close to the site of the incident. This is the place from which the operations to manage the response to the emergency are directed and coordinated. The Principal Response Agency and other key personnel and services will be located here. The ECC will have the following:

- Good communication links with the site
- Good communication links with off-site emergency services
- Facilities to record the development of the incident
- Site plans and maps to show the current location of:
  - Drains and outfalls
  - PE and PVC watermains
  - Off-site environmentally sensitive areas

**3.5 IPC On Call Emergency Response Team**

If the Operations Manager is not immediately available contact the Emergency Response Team:

Name	Position	Number

The Emergency Response Team Leader is the first person, taken in order above who is contacted and available. He/she will also contact the other members of the Emergency Response Team

The Emergency Response Team leader will be the IPC site incident controller until the Operations Manager is on site.

Emergency Response Number  
 Carechem Ireland 01 4242345

### **3.6 Resources**

Resources held by IPC will include the following:

- PPE
- Pipeline Clamps
- Tankers
- Boom
- Drain Plugs
- Environmental Foam (FM 500)

Specialist Contractors available to IPC

- PWS - Traffic Management                      01 8391425
- Enva – Hydrocarbon Clean Up                057 8678600

### **3.7 Test and Review of Emergency Response Plan**

The emergency response plan will be tested on an annual basis by means of an emergency drill.

The effectiveness of each exercise will be assessed by the Operations Manager. At the conclusion of the exercise a report will be prepared summarising any short comings evident in the emergency response plan, and an action plan to correct these within a given time scale. A copy of the report will be forwarded to the IPC Board.

Appendix 1

**CONTACT TELEPHONE NUMBERS**

Fingleton White	
<b>Managing Director</b>	
<b>Director of Gas and Oil operations</b>	
<b>Operations Manager</b>	
Reynolds Logistics	
<b>Managing Director</b>	
<b>HSSE Manager</b>	
Emergency Services	
<b>Fire Brigade</b>	999 /112
<b>Garda Siochana</b>	999 /112
<b>Ambulance</b>	999 /112
<b>Dublin Airport Authority</b>	01-8876000
<b>DFBOT Operator</b>	
<b>Dublin Port Company</b>	01-8141111
<b>Dublin City Council</b>	01-2222000
<b>Fingal County Council</b>	01-8905000
<b>EPA</b>	01-2680100
Site Control/Clean up	
<b>PWS</b>	01 8391425
<b>Enva</b>	057-74747

