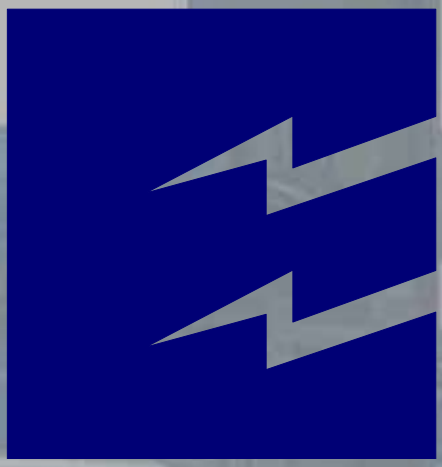
ENTERPRISE EMERGENCY RESPONSE PLAN

ROCKY MT. GATHERING/ PROCESSING
PICEANCE GATHERING/ MEEKER/CTF PLANTS



ENTERPRISE PRODUCTS COMPANY

IN CASE OF EMERGENCY OR AN UNCONTROLLED RELEASE
CONTACT OUR CONTROL CENTER

1-800-203-1347 / 1-713-803-2407 (Gas)
1-800-331-3032 / 1-800-546-3482 (Liquids)

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AREAS COVERED BY THIS PLAN

This Emergency Response Plan will cover the following counties, facilities, and stations.

ROCKY MOUNTAIN GATHERING/PROCESSING PICEANCE GATHERING/STATIONS – MEEKER/CTF PLANTS SHAWN BRENNAN - ASSET MANAGER	
COLORADO	
COUNTY	**FACILITY/STATION**
Garfield County	Colbran Valley
Garfield County	Great Divide
Garfield County	Jackrabbit Gathering System
Garfield County	Jackrabbit Comp. Station
Garfield County	Oxy 16"/10" System
Garfield County	Piceance Creek Pipeline
Mesa County	Colbran Valley
Rio Blanco County	Piceance Creek Pipeline
Rio Blanco County	Central Treating Facility
Rio Blanco County	Meeker Gas Plant

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1. CONTACT NUMBERS

1.1 ENTERPRISE PRODUCTS COMPANY CONTACT INFORMATION

ROCKY MOUNTAIN GATHERING/PROCESSING PICEANCE GATHERING/STATIONS – MEEKER/CTF PLANTS SHAWN BRENNAN - ASSET MANAGER		
	Office	**Cell Phone**
Enterprise Products Gas Control	1-800-203-1347 or 1-713-803-2407	
Enterprise Liquids Control	1-800-331-3032 (24 hr) 1-800-546-3482	
Meeker Gas Plant Control Room MGP Control Console #1 MGP Control Console #2	1-713-381-7602 713-381-7602 713-381-7662	970-366-0479
CTF Control Room	1-713-381-7651	970-366-1631
Field Operations Supervisor James Emerson	970-285-9551 x13	970-355-4227
Supervisor - Meeker Plant Stephen M. Cochran	713-381-7608	970-319-3837
Reg. Manager, Rocky Mt Gather/Process Steve Pudlewski	970-285-9551	970-366-6305
Asset Manager, Piceance Gas Gathering & Processing – Meeker Gas Plant Shawn Brennan	713-381-7677	970-948-3166
Bob Hergemueller Operations Specialist	713-381-7622	970-274-9854
Safety/PSM Coordinator Guy Pelkey	713-381-7611	970-274-9514
Manager, Regional Safety Taylor Whitaker	713-803-2452	713-504-7409
Ivan Zirbes Director, Safety	713-803-1753	281-620-3642
Supervisor Maintenance Jeff McGuire	713-381-7605	970-319-7552

1.1 ENTERPRISE PRODUCTS COMPANY CONTACT INFORMATION (cont.)

ROCKY MOUNTAIN GATHERING/PROCESSING PICEANCE GATHERING/STATIONS – MEEKER/CTF PLANTS SHAWN BRENNAN - ASSET MANAGER		
	Office	**Cell Phone**
VP, San Juan/North Rockies Region Rod Nielsen	303-820-5619	303-862-0599
Sr. Environmental Scientist Mike Mungas	713-381-7661	970-274-6156
Risk Management Scott Toth	713-381-6673	713 503-5212
Pipeline Compliance John Sterrett – W. Ops, New Mexico, Liquids & Gas	713-381- 2493	281-635-4909
Public Relations Rick Rainey	713-381-3635	713-259-9214
Director of Corporate Security Mike Derrick	713-381-6623	713-829-3007

1.1.1 FACILITY / STATION LOCATION

COLORADO	
FACILITY/STATION	**PHONE - LOCATION - DIRECTIONS**
Jackrabbit Comp. Station Garfield County	Enterprise Products Co. – 13064 Garden Gulch Road Parachute, CO 81635 Phone: 713-381-9217 Facility GPS Coordinates: N 39° 34.3006' W 108° 10.8840'
Central Treating Facility Rio Blanco County	Enterprise Products Co. 1250 County Road # 69 Rifle, CO 81650 Phone: 713-381-7651 Facility GPS Coordinates: N 39° 50.682' W 108° 17.703'
Meeker Gas Plant Rio Blanco County	Enterprise Products Co. 27991 County Road # 5 Rifle, CO 81650 Phone: 713-381-7602 Facility GPS Coordinates: N 39° 57' 7.25" W 108° 19' 7.23"

1.2 FEDERAL AGENCIES

COLORADO	
Environmental Protection Agency Natl. Response Ctr. National Response Center – Spill Reporting	800-424-8802 202-267-1322 (fax)
Environmental Protection Agency – Region 8 Mountains and Plains	303-312-6312 (Denver, CO) 800-227-8917 (Region States Only)
Pipeline Hazardous Materials Safety Administration	202-366-4595 (Washington, DC) 720-963-3160 (Lakewood, CO)
Dept. of the Interior, Bureau of Land Management, White River Field Office, Meeker, CO	970-878-3800
Federal Aviation Administration	425-227-1389 (NW Mountain Region)

1.3 STATE AGENCIES

COLORADO	
Colorado Department of Public Health and Environment – Hazardous Materials and Waste Management Division	877-518-5608 303-692-3356
Colorado Department of Transportation – Hazardous Waste Program	303-512-5524
Colorado Department of Natural Resources – Oil and Gas Conservation Commission	303-894-2100
Colorado Division of Emergency Management	720-852-6600
Colorado State Police	303-239-4501 (24 hr) 303-239-4500
Colorado State Fire Marshall	303-239-4600

1.4 LOCAL MUNICIPAL CONTACTS

Garfield County – CO		
Name/Organization	**Address**	**Phone**
Valley View Hospital	1906 Blake Ave Glenwood Spring, CO 81601	970-945-6535
Garfield County Sheriff's Department/ 911 Call Center	107 8th St. Glenwood Spring, CO 81601	970-945-0453
Grand Valley Fire Protection District	124 Stonequarry Rd Parachute, CO 81635	970-285-9119
Rifle Fire Protection District	1850 RailRd. Ave. Rifle, CO 81650	970-625-1243
Garfield County Sheriff's Department	107 8th St. Glenwood Spring, CO 81601	970-945-0453
Parachute Police Department	P.O. Box 100 Parachute, CO 81635	970-285-7630
Rifle Police Department	201 E 18th St. Rifle, CO 81650	970-665-6500 970-625-8095
Garfield County Emergency Management - LEPC	107 8th St. Glenwood Spring, CO 81601	970-945-0453
Mesa County – CO		
Name/Organization	**Address**	**Phone**
St Mary's Hospital	P.O. Box 1628 Grand Junction, CO 81502	970-298-2273
Mesa County 911 Call Center	625 Ute Ave. Grand Junction, CO 81501	970-242-6707
Central Orchard Mesa Fire Department	3253 B 1/2 Rd. Grand Junction, CO 81503	970-640-0434
City of Grand Junction Fire Department	330 South 6th Grand Junction, CO 81501	970-244-1400
Mesa County Sheriff's Department	215 Rice St. P.O. Box 20,000 Grand Junction, CO 81502	970-244-3500
Grand Junction Police Department	625 Ute Ave. Grand Junction, CO 81501	970-244-3555
Mesa County Emergency Management - LEPC	P.O. Box 2242 Grand Junction, CO 81502	970-245-8148 970-244-1649

1.4 LOCAL MUNICIPAL CONTACTS (cont.)

Rio Blanco County – CO		
Name/Organization	**Address**	**Phone**
Pioneer's Medical Center Meeker Family Health Center	345 Cleveland Meeker, CO 81641	970-878-5047 970-878-4014
Piceance Creek Clinic	County Road 5 Rifle, CO	970-878-3601
St. Mary's Care Flight & Regional Medical Center	P.O. Box 1628 Grand Junction, CO 81502	970-244-2149
Rio Blanco County Sheriff's Department/ 911 Call Center	555 Main St. Meeker, CO 81641	970-878-9620
Rio Blanco Fire Protection District	236 7th St. Meeker, CO 81641	970-878-9620 911
Rio Blanco County Sheriff's Department	555 Main St. Meeker, CO 81641	970-878-9620 911
Meeker Police Department	346 Market St. Meeker, CO 81641	970-878-5556
Rio Blanco County Emergency Management - LEPC	P. O. Box 1460 Meeker, CO 81641	970-878-9623

2. DEFINITIONS AND ACRONYMS

- **Assembly Area** – (Muster Point, Rally Point) The predetermined location to which all persons evacuate in an emergency.
- **Contamination Reduction Zone** – Warm Zone, The area between the Exclusion Zone and the Support Zone. This zone contains the personnel decontamination station. This zone may require a lesser degree of personnel protection than the Exclusion Zone. This separates the contaminated area from the clean area and acts as a buffer to reduce contamination of the "clean" area.
- **Control Zones** – One of the three hazardous substance/material incident zones; Support Zone, Contamination Reduction Zone, and Exclusion Zone.
- **CPR** – Cardiopulmonary resuscitation is a combination of rescue breathing and chest compressions delivered to victims thought to be in cardiac arrest.
- **Crosswind** – The direction perpendicular to the wind direction.
- **Essential Operating Personnel** – Personnel employed by Enterprise that are assigned essential operating duties.
- **EH&S – Environmental, Health and Safety** – Part of the Enterprise EHS&T Department.
- **EOC** – Emergency Operations Center: The physical location in which the coordination of information and resources to support the Incident Command activities normally takes place.
- **Employee** – Personnel employed directly by Enterprise.
- **Enterprise** – Enterprise Products Company.
- **ERG** (Department of Transportation Emergency Response Guidebook) – A reference book written in plain language, to guide emergency responders in their initial actions at the incident scene.
- **ESD** – Emergency Shutdown Device.
- **Evacuation Route** – The predetermined path taken by personnel during an emergency evacuation to an Assembly Area.
- **Exclusion Zone** – Hot Zone, The area immediately around a spill or release where contamination does or could occur. The innermost of the three zones of a hazardous substance/material incident. Special protection is required for all personnel while in this zone.
- **Facility** – The area covered by this Plan which is within an Enterprise company process operating area, office, storage area, pipeline right of way, or other company property.
- **FSC** – Finance Section Chief – The FSC manages financial responsibilities relating to an emergency event. Part of the ICS structure. A member of the General Staff.
- **HAZWOPER** – Hazardous Waste Operations and Emergency Response. The OSHA regulation that covers safety and health issues at hazardous waste sites, as well as response to chemical incidents. 29 CFR 1910.120.
- **IC** – Incident Command/ Commander – The individual within the ICS responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

2. Definitions and Acronyms (cont.)

- **ICP** – Incident Command Post – the management area used by Incident Command during an emergency incident.
- **ICS** – Incident Command System, A standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. Part of the NIMS system.
- **LEPC** – Local Emergency Planning Committee: A committee appointed by the state emergency response commission, as required by SARA Title III, to formulate a comprehensive emergency plan for its jurisdiction.
- **LNO** – Liaison Officer – The LNO is the point of contact for outside agencies during an emergency incident. Part of the ICS structure. A member of the Command Staff.
- **LSC** – Logistics Section Chief – Provides resources during an emergency incident. Part of the ICS structure. A member of the General Staff.
- **Mutual Aid** – Reciprocal assistance by emergency services under a prearranged plan.
- **NIMS** – National Incident Management System: Provides a systematic, proactive approach guiding government agencies at all levels, the private sector, and nongovernmental organizations to work seamlessly to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm the environment.
- **O&M Manual** – Enterprise Procedures Manual for Pipeline Operations, Maintenance, and Emergencies.
- **Operations Control Center** (OCC) *Control room* -- an operations center staffed by personnel charged with the responsibility for remotely monitoring and controlling a pipeline facility.
- **OSC** – Operations Section Chief – The OSC provides and enacts tactics in order to achieve operational goals during an emergency incident. Part of the ICS structure. A member of the General Staff.
- **OSRO** – Oil Spill Removal Organization
- **PIO** – Public Information Officer – The PIO is the designated conduit for information flow to the public during an emergency incident. Part of the ICS structure. A member of the Command Staff.
- **PSC** – Planning Section Chief – The PSC provides information gathering, evaluation, and dissemination during an emergency incident. Part of the ICS structure. A member of the General Staff.
- **PPE** – Personal Protective Equipment
- **SO** – Safety Officer – The SO is responsible for ensuring personnel safety during an emergency incident. Part of the ICS structure. A member of the Command Staff.
- **SOP** – Standard Operating Procedures
- **Support Zone** – (Cold Zone) – The "clean" area outside of the contamination control line. In this area, equipment and personnel are not expected to become contaminated. Special protective clothing is not required. This is the area where resources are assembled to support the hazardous substances/materials release operations.

2. Definitions and Acronyms (cont.)

- **UC** – Unified Command – An ICS application used when more than one agency has incident jurisdiction or when incidents cross political jurisdictions.
- **UN / NA Number** (United Nations / North America) – The 4-digit number assigned to a hazardous material, which is used to identify and cross-reference products in the transportation mode. Used to reference products in the ERG.
- **Upwind** – in the direction of where the wind is coming from.

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3. EMERGENCY RESPONSE PLAN

3.1 EXECUTIVE SUMMARY

Enterprise Products Company operates a pipeline and/or facility in the areas shown on **page iii** of this plan.

This Emergency Response Plan is to assist in planning and responding to a suspected or actual emergency involving the company's pipeline or facility in the areas shown on **page iii** of this plan. This Emergency Response Plan is also the Emergency Action Plan.

The safety of employees, contractors, visitors, responding personnel and the surrounding population is critical in every emergency response, as generally the products contained in the pipeline or facility are highly volatile when released. With this in mind, it is critical for emergency responders to train their personnel on the proper response to a suspected or actual emergency.

In the event of an emergency, the Facility Control Room or Pipeline Control will close any automated valves and local personnel will close manual valves as needed to mitigate a release.

Enterprise employees are required to be trained on the Emergency Response Plan. Each employee should be familiar with the plan and their duties under the plan. Employees who need more information about the plan or an explanation of their duties under the plan should first contact their immediate supervisor. The employees may also contact the Area Supervisor, Facility Manager or Area Safety/PSM Coordinator identified by name and job title in Section 1.1 of this Emergency Response Plan.

Enterprise shall provide a copy of this Emergency Response Plan to the applicable agencies listed below for the facilities governed by 29 CFR 1910.119 (the OSHA PSM Standard). The emergency information pertaining to DOT assets will be communicated through the Compliance Department.

- 911 Call Center
- Fire Department
- Police Department
- Sheriff Department
- LEPC
- Office of Emergency Management
- State Police

Enterprise requests that Municipal Emergency Responders review the contents of the Emergency Response Plan. If the Municipal Emergency Response Agency or Department has a question, requires clarification, or needs additional information pertaining to this plan, they should contact the Enterprise Area Supervisor, Facility Manager or Area Safety/PSM Coordinator identified in **Section 1.1** of this Emergency Response Plan.

Municipal Emergency Responders are encouraged to contact the local facility to assist in pre-planning and department meetings. Enterprise may meet with Municipal Emergency Responders during Pipeline Association Meetings, LEPC Meetings, facility visits and drills.

This document is "controlled" with an effective date and revision number in the header. As revisions or updates are received please destroy prior plans.

3.2 PLAN ACTIVATION

Any operational or maintenance activity defined as abnormal in the Enterprise Procedures Manual for Pipeline Operations, Maintenance, and Emergencies (O&M Manual) requires immediate attention as an emergency condition may develop.

This plan recognizes that the following types of on-site emergencies may occur, and as such, the emergency response plan shall be implemented.

- Medical Emergencies
- Small Release or Spill
- Large Release or Spill
- Fire
- Security or Bomb Threat
- Natural Disasters
  - Flooding
  - Tornadoes
  - Hurricanes
  - Extreme Winter Weather (Ice/Snow)
  - Earthquakes and Subsidence

Refer to **Section 6**, Incident Types of this Emergency Response Plan, for actions to be taken in response to each incident type.

3.3 HAZARD RECOGNITION, PREVENTION, AND TRAINING

3.3.1 Potential Hazards

The products that may be present in these Enterprise facilities or pipelines are listed in the **Table 1**, "*Potential Products*" below.

These products may be highly flammable and combustible products; the vapors of which may form explosive mixtures in the air. Corrosive materials may also be onsite to treat these products. Extreme caution should always be used in any emergency response dealing with these products and materials.

Please consult with Enterprise personnel for hazard information regarding specific products or materials, and refer to:

- Material Safety Data Sheets (MSDS) – Available upon request from Enterprise Personnel
- DOT Emergency Response Guide Book (ERG)
- NIOSH Pocket Guide
- Other appropriate informational material

Table 1 – Potential Products

ROCKY MOUNTAIN GATHERING/PROCESSING PICEANCE GATHERING/STATIONS – MEEKER/CTF PLANTS SHAWN BRENNAN - ASSET MANAGER			
POTENTIAL PRODUCTS			
Product Name	**ERG No.**	**UN No.**	**Potential Locations**
COLORADO			
Dow Ucarsol AP Solvent 814 (Amine)	171	3334	Meeker Gas Plant and CTF
Therminol 59 (Hot Oil)			Meeker Gas Plant and CTF
Demethanized Mix Y-Grade	115	1954	Meeker Gas Plant
TEG (Tri-Ethylene Glycol)			CTF and JRCS
Natural Gas Condensate	128	1268	Potentially all locations listed on page iii of this plan.
Natural Gas	115	1971	Potentially all locations listed on page iii of this plan.
Methonol	131	1230	Potentially all locations listed on page iii of this plan.

3.3.2 Training

Facility personnel have been trained and receive continuing training to recognize an emergency situation. This is accomplished through monthly safety meetings, computer based training, and participating in table-top emergency response drills which simulate potential facility emergency situations.

The Objective of the training is to create awareness and enhance the skills required to develop, implement, maintain, and execute this Emergency Response Plan.

Enterprise Management Personnel will review this Emergency Response Plan with each employee covered by the Plan at the following times:

- Upon initial development of the Plan
- Upon initial employment of the employee
- When an employee's responsibilities or designated actions under the Plan change
- When the Plan is revised

Supervisors must be trained as evacuation wardens to assist in a safe and orderly evacuation of other employees as described in **Section 3.5.2** of this plan.

- The employees selected or who volunteer to serve as wardens should be trained in the complete workplace layout and the various alternative escape routes from the workplace.
- All wardens and fellow employees should be made aware of handicapped employees who may need extra assistance, such as using the buddy system, and of hazardous areas to be avoided during emergencies.

The Supervisor shall forward documentation of all training to the Training Department. Training records shall be maintained by the Training Department.

3.3.3 Drills and Exercises

3.3.3.1 Drills

- A drill is a coordinated, supervised exercise activity, normally used to test a single specific operation or function.
- The objective of a drill is to practice and perfect one part of the plan.
- The goal of drills should be to hone the skills of team members so they are able to promptly and effectively carry out assigned tasks.
- Drills should be conducted in conjunction with the overall training and exercise program.
- Drills impart and reinforce knowledge of procedures, facilities, systems, and equipment and enhance the skills needed to operate or use systems and equipment.
- Some local laws, ordinances, codes, and standards also require drills – typically, evacuation drills.
- Each manned facility shall have an evacuation drill on no less than an annual basis.

3.3.3.2 Tabletop Exercises

- Tabletop Exercises involve a facilitated group analysis of an emergency situation.
- Tabletop exercises are designed for a group to conduct a situation analysis; develop an incident action plan using existing policies and procedures; and anticipate and identify solutions for problems that are encountered.
- Tabletop exercises provide an excellent opportunity for interaction with outside public agencies. Each group can become acquainted and better understand each other's roles and responsibilities.

3.3.3.3 Documentation

- All drills and exercises shall be documented on the Emergency Response or Drill Critique form **(EPCO Safety Form SF13).**

3.3.3.4 Credit for Drills/Exercises

- May be taken for actual events so long as a critique is held to review and document **(EPCO Safety Form SF13)** the response actions taken in the actual event.

3.4 RESPONSE CAPABILITIES

It is Enterprise's intention to provide the following guidance for facility personnel to respond in accordance with their level of training, ability, procedures and personal protective equipment. At no time should any employee or contractor/visitor subject themselves or others to unnecessary risk nor act outside of their level of training, ability, procedures or personal protective equipment. In the event of a fire, explosion, product release or spill, the local emergency responders shall be notified to respond and control the emergency incident.

3.5 EMERGENCY RESPONSE ACTIONS

This Enterprise Emergency Response Plan (ERP) begins with safe and immediate actions in direct response to the onset or discovery of an emergency.

These include: notification, evacuation, and site security coordination with any emergency response agency as members of the National Incident Management System (NIMS) Incident Command System (ICS). The plan also includes the actions to be taken after containment of the emergency, such as restoration of service and post-emergency reviews.

– QUICK REFERENCE GUIDE –

Notify

- Supervisor

FACILITY OR PIPELINE CONTROL AT:

CALL GAS CONTROL: 1-800-203-1347 / 1-713-803-2407
LIQUIDS CONTROL: 1-800-331-3032 (24 HR) /1-800-546-3482

- Additional Agencies as warranted by incident

Evacuate

- Determine Wind Direction -- Stay upwind/crosswind
- Exit through the nearest gate not affected by the emergency & proceed to the primary Assembly Area. If the primary Assembly Area is unattainable, report to the secondary Assembly Area.
- Assemble at a safe distance
- *Do Not* leave the Assembly Area until directed to do so or the area is in danger
- Report to your supervisor (or Designee)
- Assist local authorities in public evacuation as directed
- Secure the incident site perimeter as directed

Respond

- Utilize NIMS to implement ICS
- *Do Not Enter* the area until the atmosphere has been verified to be safe by using a calibrated atmospheric monitor.
- *Do Not* exceed the limits of your training
- Use the proper Level of PPE

Follow-up

- Incident Critique
- Initiate Facility Repairs
- Remediation/Site Clean-Up

3.5.1 NOTIFY

Upon discovery or confirmed report of an emergency call:

- Facility or Pipeline Control at:

  CALL GAS CONTROL: 1-800-203-1347 / 1-713-803-2407
  LIQUIDS CONTROL: 1-800-331-3032 (24 HR) /1-800-546-3482

- The Area Manager or Terminal Supervisor and Safety Coordinator

Provide as much information about the emergency as time and conditions allow (e.g., product involved, size of release, wind direction, fire, etc.). Employees refer to the Incident Notification Protocol located in the "*Enterprise Safety Policies Manual*" **Section 2.1** for additional information.

IMPORTANT:

The Facility or Pipeline Controller will contact the local emergency response agencies and the appropriate Enterprise personnel. The Controller will also begin shut down procedures as warranted.

Additional contact with regulatory agencies will be completed per Incident Notification Protocol located in the "Enterprise Safety Policies Manual" Section 2.1.

3.5.1.1 Methods of Communication

Once in a safe location -- notify employees and other personnel to evacuate. Methods of notification include:

- Evacuation Alarm System
- Company Radios
- Verbal Notification
- Land-Line Telephones
- Cellular Telephones
- Alarms

3.5.1.2 Alarms

The primary warning methods used for the areas and facilities identified on **page iii** of this plan are described below:

All Pipeline Right of Ways

- Hazmat Material Release or Spill – Verbal or Vehicle Horn or Air Horn
- Fire – Verbal or Vehicle Horn or Air Horn
- Medical Emergencies – Verbal or Vehicle Horn or Air Horn
- Severe Weather – Verbal or Vehicle Horn or Air Horn
- All Clear – Verbal or Vehicle Horn or Air Horn

3.5.1.2 Alarms (cont.)

Table 2 – Alarms

ROCKY MOUNTAIN GATHERING/PROCESSING PICEANCE GATHERING/STATIONS – MEEKER/CTF PLANTS SHAWN BRENNAN - ASSET MANAGER			
COUNTY	**FACILITY/STATION**	**ALARM TYPE (see legend below)**	**METHOD OR SOUND**
COLORADO			
Garfield County	Colbran Valley	A, B, C, D, E	Verbal or Vehicle Horn or Air Horn
Garfield County	Great Divide	A, B, C, D, E	Verbal or Vehicle Horn or Air Horn
Garfield County	Jackrabbit Gathering System	A, B, C, D, E	Verbal or Vehicle Horn or Air Horn
Garfield County	Jackrabbit Comp. Station	A, B, C, D, E	Whelen System
Garfield County	Oxy 16"/10" System	A, B, C, D, E	Verbal or Vehicle Horn or Air Horn
Garfield County	Piceance Creek Pipeline	A, B, C, D, E	Verbal or Vehicle Horn or Air Horn
Mesa County	Colbran Valley	A, B, C, D, E	Verbal or Vehicle Horn or Air Horn
Rio Blanco County	Piceance Creek Pipeline	A, B, C, D, E	Verbal or Vehicle Horn or Air Horn
Rio Blanco County	Central Treating Facility	A,B, C, D, E	Plant Siren 4 tone
Rio Blanco County	Meeker Gas Plant	A, B, C, D, E	Plant Siren 4 tone

A. Hazmat Material Release or Spill
B. Fire
C. Medical Emergencies
D. Severe Weather
E. All Clear

3.5.1.3 Aviation Restriction

If an emergency incident at an Enterprise Facility or Pipeline presents a dangerous situation for aircraft, the FAA Operation Center shall be notified by calling the applicable FAA number listed in **Section 1.2** of this plan.

Provide the FAA with the following information:

- Location of area involved
- Reason for request

After the emergency is cleared, call the FAA office and tell them that the temporary flight restriction can be lifted.

3.5.2 EVACUATE

Once an alarm has been sounded or notice of an emergency is given, all personnel should:

- Determine the wind direction
- Proceed to a predetermined "Assembly Area" according to the evacuation route map in "**Appendix A**" of this Emergency Response Plan.
- Personnel should use the safest evacuation route and "Assembly Area" that is upwind or crosswind and uphill from the emergency.
- Never use a route that will pass through a gas or vapor cloud or other emergency area.
- Supervisors are designated as evacuation wardens to assist in a safe and orderly evacuation of other employees.
- Supervisors may assign the task of evacuation warden to other employees. If this is done the employee must be properly trained as described in **Section 3.3.2** of this plan. Employees covered by this plan must be made aware of this assignment.
- An adequate number of employees should be available at all times during working hours to act as evacuation wardens so that employees can be swiftly moved from the danger location to the safe areas. Generally, one warden for each twenty employees in the workplace should be able to provide adequate guidance and instruction at the time of a fire emergency.
- Before leaving, wardens should check rooms and other enclosed spaces in the workplace for employees who may be trapped or otherwise unable to evacuate the area.
- After the desired degree of evacuation is completed, the wardens should be able to account for or otherwise verify that all employees are in the safe area.
- In order to account for all personnel, the supervisor or other senior employee at each "Assembly Area" will document the names of all personnel present at the "Assembly Area(s)" using the Evacuation Assembly Area Accountability form (**EPCO Safety Form SF51**). If personnel are missing, the absence will be noted on the accountability document. Missing personnel, number of evacuated personnel, condition, and location will be communicated immediately to the:
  - Incident Commander, and
  - Facility or Pipeline Control and
  - The Manager.

3.5.2.1 Contractors, Third Party Personnel, and Visitors

Contractors, Third Party Personnel, and Visitors will receive site orientation prior to being allowed in a process area. During this training the Contractors, Third Party Personnel, and Visitors will be informed of Alarm Methods, Evacuation Routes and Assembly Areas.

Contractors, Third Party Personnel, and Visitors shall comply with all notices of evacuation and follow the procedures described above in **Section 3.5.2** "EVACUATE" of this Emergency Response Plan.

3.5.2.2 Special Needs

Employees who require special assistance in order to evacuate to a safe zone must inform their supervisor prior to reporting to the worksite. The supervisor will insure provisions are in place to provide the assistance needed.

Contractors, Third Party Personnel, and Visitors who require special assistance in order to evacuate to a safe zone must inform their Enterprise sponsor, or contact, prior to reporting to the worksite. The supervisor will insure provisions are in place to provide the needed assistance.

3.5.2.3 Essential Operating Personnel

Some Essential Operating Personnel may delay evacuation until critical functions have been performed. These functions DO NOT take precedence over the safety of an employee. If an employee feels they are in danger, they should evacuate immediately.

Essential Personnel are identified as:

- Employees of Enterprise
- Designated as such by their Supervisor
- Assigned to such duties as on-shift operator or technician.

The Essential Operating Personnel may perform such tasks as:

- Valve closures
- Shutdown of equipment
- Depressurize equipment
- Activation of fixed fire protection equipment

In order to perform these tasks, the Essential Operating Personnel must:

- Never enter a gas or vapor cloud or any other immediately dangerous area.
- Be trained in the operation of and assigned to the area involved in the emergency.
- Have the appropriate level of HAZWOPER training, per **29 CFR 1910.120**, for the type of work to be performed.
- Use the appropriate level of Personal Protective Equipment (PPE).
- Evacuate the area if directed to do so by their Supervisor or Emergency Personnel.

Essential Operating Personnel must:

- Be acting under direction of their supervisor.
- Follow the appropriate Operating Procedures for the task to be performed.
- Maintain communications with their supervisor or control room.

3.5.3 RESPOND

3.5.3.1 Incident Command System

Enterprise recognizes and utilizes the National Incident Management System (NIMS) for their Incident Command System (ICS). The ICS shall be used to manage an emergency incident. It can be used equally well for both small and large situations. The system has considerable internal flexibility. It can grow or shrink to meet differing needs.

The Incident Commander (IC) is the person in charge of the incident and must be fully qualified to handle the situation.

Emergency Responders shall operate within their Standard Operating Procedures (SOP's). Enterprise personnel may have to assume the role of IC until a more qualified official arrives on the scene to take command.

- Employees will immediately implement the ICS for all emergencies.
- As Public response agencies arrive on the scene, a multi-agency coordination system or Unified Command (UC) may be established.
- Employees may: provide security to the emergency location, assist with the evacuation of civilian personnel, and establish emergency road-blocks or other safety measures until local authorities arrive to assume these responsibilities.

Incident Command Organization

In the event of an emergency, the Facility Incident Command Organization will assume control of the incident. The Facility Incident Command Organization will be comprised of Enterprise personnel from the Facility until such time as they are relieved by local agencies. The Team includes the Enterprise personnel listed in **Section 1.1** of this plan and knowledgeable Facility Staff as appropriate. The structure of the Facility Incident Command Organization can be established and expanded depending upon the changing conditions of the emergency incident.

During the emergency response, one person will be in command and act as the on-site IC. The IC position can be assigned to any one of the designated Facility Incident Command Organization Members, depending on the situation. However either the Facility's Area Manager or the Region Manager will typically hold this position.

Figure 1 presents a chart showing the basic Incident Command Structure.

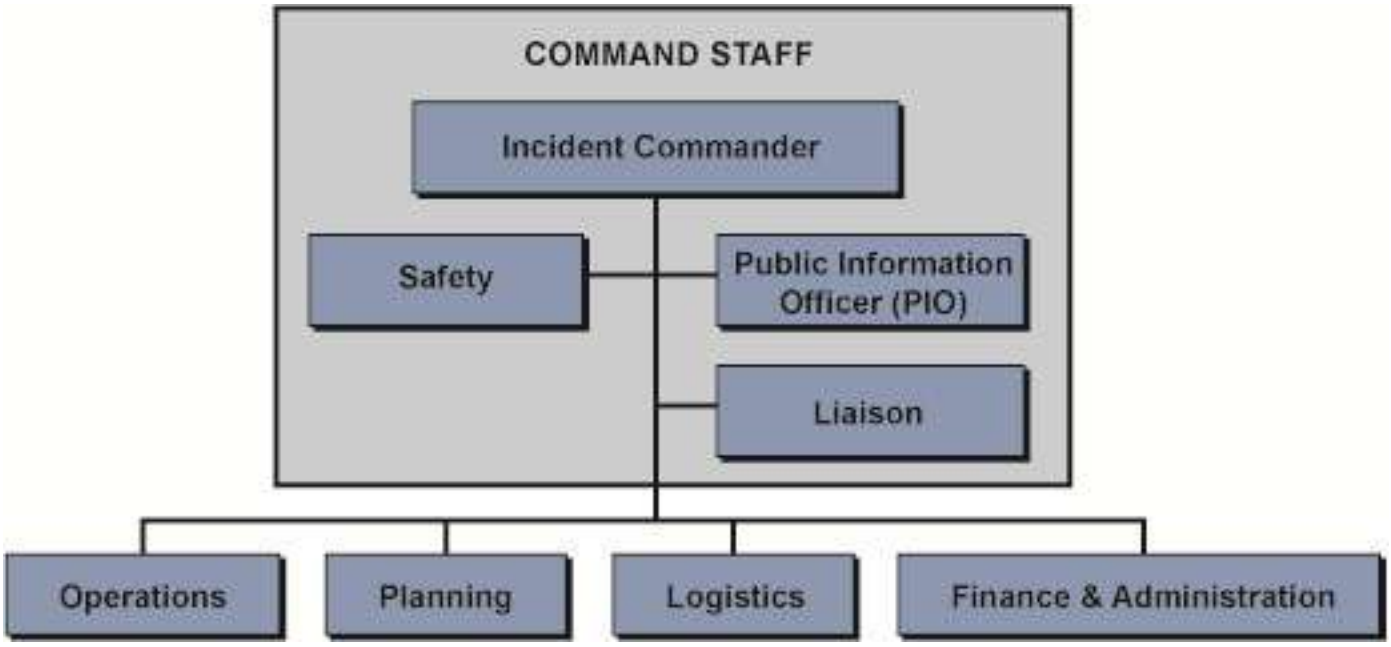

Figure 1 – Incident Command System Structure

Note: The Facility Incident Command Organization will consist of the Enterprise personnel identified in Section 1.1, of this Emergency Response Plan, depending upon incident conditions:

ICS Command Positions:

- **Incident Commander (IC)** - It is the responsibility of the IC to immediately assess the character, source, amount, and extent of the emergency, as well as the possible hazards to human health and the environment that may result from any emergency situation. The IC shall ensure that adequate safety measures are in place.

  The IC shall ensure emergency notifications are made to the appropriate local emergency response authorities, regulatory authorities, and Enterprise personnel. The IC will be responsible for assessing the situation, determining an appropriate course of action for controlling the incident, monitoring the Plan's effectiveness, and continually modifying the Plan to meet the objectives of the emergency response. The IC is responsible for establishing the command structure, objectives, priorities, and developing strategies. The IC will approve and authorize the implementation of the Emergency Response Site Safety and Action Plan (**EPCO Safety Form SF49**). Once the incident is controlled, the IC will ensure the area is safe before termination of the incident.

- **Safety Officer (SO)** – The SO function is to develop and recommend measures for assuring personnel safety and to assess and/or anticipate hazardous and unsafe situations. The SO has authority to stop and prevent any unsafe acts. The SO will establish Control Zones and will develop the Site Safety Plan portion of the Emergency Response Site Safety and Action Plan (**EPCO Safety Form SF49**). The SO determines the level of PPE to be used in each of the Control Zones. Only one primary SO will be assigned for each incident. The SO may have assistants as necessary.
- **Public Information Officer (PIO)** – The PIO is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations. Only one primary PIO will be assigned for each incident. The PIO may have assistants as necessary. The PIO must obtain IC approval of media releases. The PIO will obtain media information that may be useful to incident planning and advise command on issues and concerns.
- **Liaison Officer (LNO)** – Incidents that are multi-jurisdictional, or have several agencies involved, may require the establishment of the LNO position on the Command Staff. Only one primary LNO will be assigned for each incident. The LNO is assigned to be the contact for assisting and/or cooperating Agency Representatives. The LNO is responsible for keeping assisting agencies aware of incident status.
- **Operations Section Chief (OSC)** – The OSC is responsible for the management of all tactical operations directly applicable to the primary mission. The OSC shall ensure that adequate safety measures are in place. The OSC evaluates and requests sufficient resources to accomplish operational objectives. The OSC implements the Emergency Response Site Safety and Action Plan (**EPCO Safety Form SF49**). Once implemented, the OSC evaluates on-scene operations and makes adjustments to organization, tactics, and resources as necessary. The OSC is responsible for keeping the IC informed on any changes as well as current conditions of the operation.
- **Planning Section Chief (PSC)** – The PSC is responsible for the collection, evaluation, dissemination and use of incident information and maintaining status of assigned resources. Information is needed to understand the current situation; predict the probable course of incident events; prepare strategies and plans; and to submit required incident status reports. The PSC is responsible for supervising the preparation of the Emergency Response Site Safety and Action Plan (**EPCO Safety Form SF49**), for the approval by the IC. The PSC is responsible for compiling and displaying incident status information and maintaining incident documents.
- **Logistics Section Chief (LSC)** – The LSC is responsible for providing facilities, services, and materials in support of the incident. The LSC reviews the proposed tactics to determine the ability to provide resources and logistical support. The LSC advises command and other section Chiefs on resource availability to support incident needs; coordinates and process requests for additional resources; and advises on current capabilities.
- **Finance Section Chief (FSC)** – The FSC is responsible for all financial, administrative and cost analysis aspects of the incident.

ICS Command Locations and Organizations:

- **Incident Command Post (ICP)** – The ICP is the field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP is located near the scene of the emergency where the initial ICS is managed. The ICP is the "field office" with access to communications, information, and both technical and administrative support. It is not necessary for the ICP to be within view of the actual incident site. It must always be in a safe area and well outside of the Control Zones.
- **Emergency Operations Center (EOC)** – The EOC is established at the request of the IC to aid in administration of the incident. The EOC is the location and organization in which Site Management provides support for IC operational needs. The EOC must keep abreast of IC operational status and requests. The EOC must communicate the status of resources and the ability to fulfill operational requests to the IC.
- **Unified Command (UC)** – UC is an expansion of the ICS organization. To be a member of the UC you must have authority and jurisdiction. UC members may also include agencies, organizations or private industries bringing large amounts tactical and support resources to the table. The need for UC is brought about when an incident impacts the jurisdictional or functional responsibility of more than one agency or company. The UC links the responding organizations to the incident and provides a forum for these agencies to make consensus decisions. Under UC, the various jurisdictions and/or agencies and non-government responders may blend together throughout the organization to create an integrated response team.

Additional Enterprise Staff Involvement:

- **Region EH&S Coordinators** – Will monitor and assess hazardous and unsafe situations, enforce measures for assuring personnel safety and will determine and complete all environmental reporting requirements.
- **Knowledgeable Facility Staff** – The IC will be assisted by Facility Operators, and Area Technicians, as appropriate, in the control of the incident.

3.5.3.2 Limits of Action

Personnel may take action, as directed by the IC, as long as it does not exceed their level of HAZWOPER training, as required by **29 CFR 1910.120**.

- First Responder Awareness Level:
  - Individuals who are likely to witness or discover a release
  - Trained to NOTIFY the proper authorities of the release
  - TAKE NO ACTION BEYOND NOTIFICATION
  - Shall have received initial training equal to the first responders awareness level and have the competencies outlined in **29 CFR 1910.120(q)(6)(i)[A-F]**
  - Shall receive annual refresher training as outlined in **29 CFR 1910.120(q)(8)**

- First Responder Operations Level:
  - Individuals who respond to releases or potential releases as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release.
  - Are trained to respond in a DEFENSIVE fashion WITHOUT ACTUALLY TRYING TO STOP THE RELEASE
  - Function to contain the release from a safe distance, keep it from spreading and prevent exposures
  - Have received eight hours of HAZWOPER training with annual refresher
  - Shall have received 8 hours of initial training equal to the first responders operations level and have the competencies outlined in **29 CFR 1910.120(q)(6)(ii)[A-F]** in addition to those competencies listed for the awareness level.
  - Shall receive annual refresher training as outlined in **29 CFR 1910.120(q)(8)**
- First Responder Technician Level:
  - Individuals who respond to releases or potential releases for the purpose of **STOPPING THE RELEASE**
  - May approach the point of release, in order to plug, patch or otherwise stop the release
  - Shall have received 24 hours of initial training equal to the first responders operations level and have the competencies outlined in **29 CFR 1910.120(q)(6)(iii)[A-I]**
  - Shall receive annual refresher training as outlined in **29 CFR 1910.120(q)(8)**

3.5.3.3 Response and Mitigation Technologies

Life safety and the protection of personnel and the public are the first priority.

The Incident Commander will make the final determination of which type of mitigating technology will be used in the emergency, along with consultation from Enterprise Operations and Safety personnel.

3.5.3.4 Control Zones

The control zones will be set by the Incident Commander (IC) and the Safety Officer (SO). In determination of control zones, the SO shall ensure a buddy system is used and maintained at all times, with appropriate back-up. When determining control zones for releases or spills, appropriate atmospheric monitoring devices and methods will be utilized as described in **Section 3.5.3.8** of this plan.

Personnel evaluating the site must don appropriate PPE until concentrations of contaminates and hazards have been fully evaluated. An Emergency Response Site Safety and Action Plan (**EPCO Form SF49**) shall be completed and communicated to personnel prior to taking any action.

- **Exclusion Zone (Hot Zone)** – The area immediately around a spill or release where contamination does or could occur. The innermost of the three zones of a hazardous substance/material incident. Special protection is required for all personnel while in this zone. The outer edge of the Exclusion Zone (Hot Zone) will be areas with identified atmospheric levels between 0 and 10% LEL, but not greater. Areas with identified atmospheric monitoring levels of greater than 10% LEL or Toxic gases in excess of the Permissible Exposure Limit (PEL) or oxygen enriched, or oxygen deficient atmospheres will be included within the boundaries of the Exclusion Zone (Hot Zone).
- **Contamination Reduction Zone (Warm Zone)** – The area between the Exclusion Zone and the Support Zone. This zone contains the personnel decontamination station. This zone may require a lesser degree of personnel protection than the Exclusion Zone. This separates the contaminated area from the clean area and acts as a buffer to reduce contamination of the "clean" area.
- **Support Zone (Cold Zone)** – The "clean" area outside of the contamination control line. In this area, equipment and personnel are not expected to become contaminated. Special protective clothing is not required. This is the area where resources are assembled to support the hazardous substances/materials release operations.

Every effort should be made with the resources available to restrict entry of anyone into the Controlled Zones other than emergency responders authorized by the IC. Entry into and from the Contamination Reduction Zone or Exclusion Zone shall be documented and shall occur by designated routes.

3.5.3.5 Decontamination

Decontamination is the process of removing or neutralizing contaminants that have accumulated on personnel or equipment.

While involved in a small release clean-up, personnel will follow sound decontamination procedures utilizing decontamination equipment staged in designated areas.

- Decontamination procedures shall be established prior to entering the Exclusion Zone.
- The ability to decontaminate shall be in place prior to entering the Exclusion Zone.
- The method of decontamination shall be determined by the SO according to the nature of the contaminant.
- The Environmental representative shall determine the method of disposal used for contaminates.

3.5.3.6 Emergency Equipment and Supplies

Employees have access to various safety and emergency equipment provided by the company. Only employees trained in the proper use of these items will be permitted to use them.

The Emergency Supplies can be found in:

- Company warehouses and store rooms identified for such use
- Some company vehicles
- Various designated locations around the facilities

Emergency Supplies may include:

- Fire extinguishers, ear protection, chemical goggles, rubber gloves, respirators, SCBA's, portable eye wash, hazardous & toxic gas monitors, ropes, safety harness, ladder, stretcher, first aid kit, generator, portable lights, wind socks, and air movers.

Emergency Shutdown Device (ESD)

- Emergency Shutdown Device/Buttons (ESD buttons) may be located in the facility. ESD buttons will shut down critical operations. They may also activate evacuation alarms, if applicable.

3.5.3.7 First Aid

Enterprise employees who respond to an emergency as part of this Emergency Response Plan are trained in basic first aid and CPR. Employees may provide first aid for injured personnel until public emergency medical services arrive.

Additional information is available in the "*Enterprise Safety Policies Manual*" **Section 5.5**.

First Aid Kits are located in:

- Company Control Rooms
- Company Warehouses
- Company Vehicles
- Other various locations within the facilities

3.5.3.8 Monitoring Devices

1. Vapor Dispersion Table and Modeling

a. The Initial Response Distances identified in **Table 3** are provided as a theoretical guideline to assist employees in the initial determination of the hazardous area.

- The distances shown in this table provide the employee with the theoretical size of the hazardous area.
- These distances may be used along with guidelines in **Section 3.5.3.8 (2)**, in determining the safe location to initiate atmospheric monitoring.
- The actual hazardous area must be verified in the field using atmospheric monitors as described in this section.
- Cautious Approach, detailed in **Section 3.5.3.8 (2)**, must be used because field variables may cause the hazardous area to differ than the theoretical distances provided in **Table 3**.
- Variables provided in this table are pipe size, product type, and wind speed.
- This table assumes worst case leak size. The leak opening is calculated using the pipe size. Example: For a 6 inch pipe a 6 inch leak opening is calculated.
- This table assumes worst case pressure of 1,440 psig
- The temperature of 70 degrees Fahrenheit is used in these calculations.
- For downwind distances –
  - Choose the appropriate pipe size, and
  - Choose the appropriate product, and
  - Choose the appropriate wind speed, then
  - The resulting distance is the theoretical downwind distance of the hazardous area.
- For upwind distances –
  - Choose the appropriate pipe size, and
  - Choose the appropriate product, and
  - Use the 0 mph wind speed, then
  - The resulting distance is the theoretical upwind distance of the hazardous area.
- Information from **Table 3** can be used in **Figure 2** to provide a theoretical plan of the hazardous area.

b. Vapor Dispersion Modeling is a tool that may be used, when determined within the Unified Command Structure by the Incident Commander and Safety Officer to be appropriate. If used, the air modeling will be performed by a local responding agency or a Hazmat contractor.

- Vapor Dispersion Modeling provides the employee with the theoretical size of the hazardous area.
- These distances may be used along with guidelines in **Section 3.5.3.8 (2)**, in determining the safe location to initiate atmospheric monitoring.
- The actual hazardous area must be verified in the field using atmospheric monitors as described in this section.
- Cautious Approach, detailed in **Section 3.5.3.8 (2)**, must be used because field variables may cause the hazardous area to differ than the theoretical distances provided in Vapor Dispersion Modeling.
- Variables commonly used in Vapor Dispersion Modeling include product type, pressure, and leak size.
- The product type can be obtained from the pipeline controller.
- The pressure can be estimated by the pipeline controller, and may be verifiable if a local pressure gauge is available.
- The leak size will typically have to be estimated with guidance from field personnel.

Figure 2 – Precautionary Zone

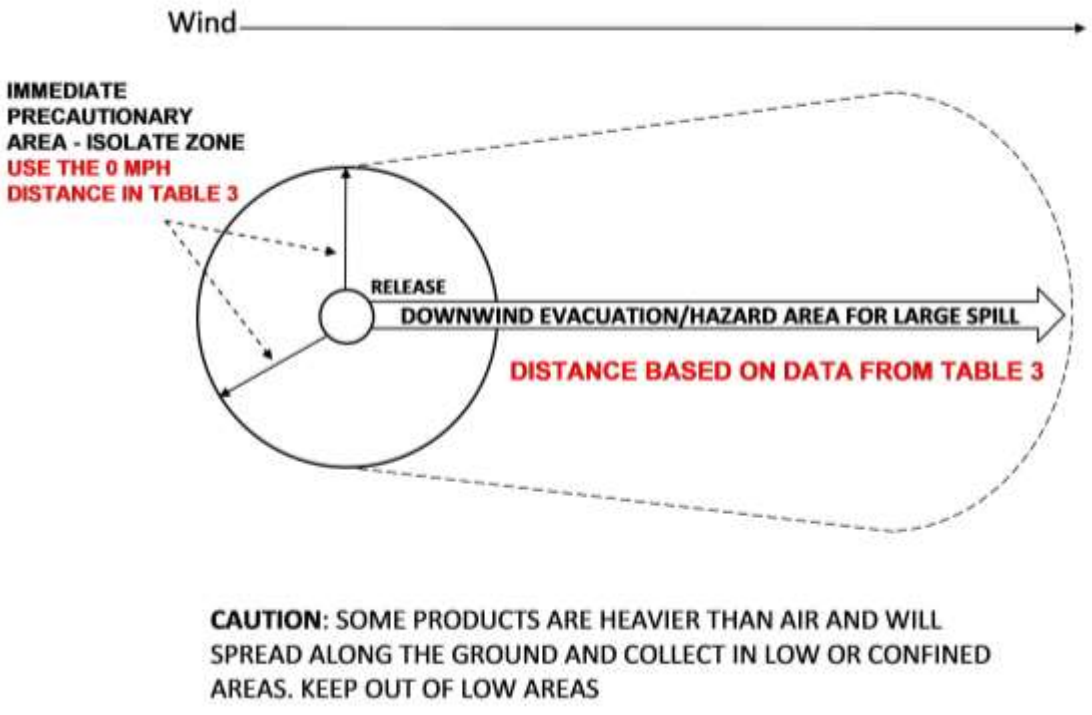

Table 3 – Disperson Distance Table

6-inch Release Size					
Wind Speed (MPH)	Dispersion Distance to 10% LEL (ft)				
	0	3	5	10	15
Ethane	2,900	5,000	7,400	8,500	4,600
Propane	2,400	3,600	6,400	7,900	4,400
Propylene	2,400	3,600	6,400	7,900	4,400
Butane	2,000	3,000	5,300	7,000	3,800

8-inch Release Size					
Wind Speed (MPH)	Dispersion Distance to 10% LEL (ft)				
	0	3	5	10	15
Ethane	3,500	5,700	8,800	10,400	5,900
Propane	2,900	4,300	7,500	9,900	5,800
Propylene	2,900	4,300	7,500	9,900	5,800
Butane	2,400	3,300	6,100	8,500	4,900

10-inch Release Size					
Wind Speed (MPH)	Dispersion Distance to 10% LEL (ft)				
	0	3	5	10	15
Ethane	4,000	6,200	10,200	12,100	7,700
Propane	3,600	4,400	8,400	11,400	7,200
Propylene	3,700	4,400	8,400	11,400	7,200
Butane	2,700	3,700	6,800	9,900	6,100

12-inch Release Size					
Wind Speed (MPH)	Dispersion Distance to 10% LEL (ft)				
	0	3	5	10	15
Ethane	4,600	6,700	11,200	14,100	9,200
Propane	4,100	4,800	9,300	13,000	8,800
Propylene	4,100	4,800	9,300	13,000	8,800
Butane	3,000	4,000	7,500	11,300	7,300

2. Cautious Approach of Hazardous Area and Determination of the Safe Area to initiate Atmospheric Monitoring

a. Follow preparation provided in **Section 3.5.3.8 (3)** of this plan.

b. Based on the reported magnitude of the leak, the following resources will be used to determine the initial distance to begin atmospheric monitoring.

Note: In the absence of specific details regarding the leak, or when the leak is known to be catastrophic, use the initial response distances in Table 3 (most conservative data).

c. Initial Response Distances in **Table 3** as a resource.
- Follow guidance in **Section 3.5.3.8 (1a)**

d. Emergency Response Guidebook (ERG) as a resource.
- When determining the initial area to be monitored, the Department of Transportation Emergency Response Guidebook (ERG) may be used as appropriate to supplement known information.
  - The ERG provides initial evacuation distances.
  - These distances may be used along with other information in determining the safe location to initiate atmospheric monitoring.
- Pipeline Transportation is referenced in the "White Pages" section of the ERG (page 24-25) and provides direction in pipeline incidents.

e. Vapor Dispersion Modeling as a resources.
- Follow guidance in **Section 3.5.3.8 (1b)**

f. Direction of Scene Approach
- Initial approach should always be with caution, and whenever possible or feasible from the direction:
  - Upwind or crosswind of the spill or release area
  - Uphill of the spill or release area.

g. Constantly be aware of any indications of a pipeline failure or release:
- Visible Clues: such as fire, gas cloud, blowing gas, blowing dirt, ice ball, pooling or running liquid
- Audible Clues: such as hissing, roaring, or other sounds of relieving pressure
- Odor Clues: such as any hydrocarbon, odorant, or other unusual odor
- Other Unusual Indications of hazardous materials present
  - Defoliation
  - Biological indications
- In the event indications are present:
  - Begin atmospheric monitoring for hazardous atmospheres or imminently dangerous conditions, to confirm if hazardous atmospheres exist.

h. In the event there are no indications of a release, consider the following conditions when determining when and where to initiate atmospheric monitoring for hazardous conditions:

- Product characteristics
  - Products that are lighter than air will rise in the atmosphere.
    Example – Natural Gas, Methane
  - Products that are heavier than air will lay close to the ground and follow terrain features
    Example – Propane, Butane
- Magnitude of spill or release
  - Increased release of product from the pipe will result in both larger hazardous area and evacuation distances
- Duration of spill or release
  - Increased release or leak time may also result in both larger hazardous area and evacuation distances
- Weather
  - Weather conditions such as ambient temperatures below freezing may increase the dispersion distances shown in **Table 3**.
- Wind direction and speed
  - The vapor cloud and hazardous area will move in the direction of the wind
  - Increased wind speeds will increase the spread of the hazardous area in the direction of the wind
  - Low or no winds may result in vapor dispersion more equally in all directions
- Terrain
  - Heavier than air products and flowing liquids will follow terrain features in a downward slope.
  - The vapor cloud and flowing liquids may move downhill, following; washes, creeks, streams, and other low areas
- Culverts
  - If present, heavier than air vapors and flowing liquids may enter storm culverts or open manholes
- Low areas
  - Heavier than air vapors and flowing liquids may collect in low lying areas
- Below grade
  - Heavier than air products and flowing liquids may collect in areas below grade

i. Additional Distance should be considered:

- When approach must be made from downwind
- When there are low or no winds
- When ambient weather conditions are below freezing
- In larger volume leaks or releases
- In longer duration leaks or releases

j. The **DO NOT**'s of atmospheric monitoring:

- DO NOT ever enter, walk into, or drive into a vapor cloud or puddle of liquid
- DO NOT initiate gas detection in an enclosed area
- DO NOT initiate gas detection in an area where there is an odor
- DO NOT park over a manhole or storm drain
- DO NOT approach the scene with any ignition source until the Hot Zone has been established (e.g. cell phone, camera, vehicle, other)

3. Preparation of Atmospheric Monitors

a. Atmospheric monitoring devices will have current calibrations and bump test in accordance with manufacturer's recommendations.

b. The user will be trained in the operation of the atmospheric monitoring device.

c. Manufacturer's recommendations for the operation of atmospheric monitoring devices shall be followed.

d. Start the instrument in an area known to be a good atmosphere and free of hydrocarbons. The instrument shall be "zeroed" (if needed) in this area in accordance to manufacturer's recommendations.

4. Guidelines for using Atmospheric Monitoring Devices to Determine Hazardous Area

The SO will ensure that proper monitoring devices for such gases as Oxygen, Combustible Gases, and Toxic Gases are used during the emergency response and remediation to evaluate atmospheric conditions.

Action Level Readings are:

- Oxygen Sensor – Any oxygen enriched or oxygen deficient atmosphere
- LEL Sensor – Any monitor reading above 10% LEL
- Toxic Sensor – Any monitor reading above the PEL

a. Follow preparation provided in **Section 3.5.3.8 (3)** of this plan

b. Observe the atmospheric monitoring devices' readings while slowly approaching, with caution, the suspected hazardous area from the direction described in **Section 3.5.3.8 (2)** of this plan.

c. When the atmospheric monitoring device displays an Action Level Reading (described above), back-up approximately 10'(or until the meter readings decrease) and identify that location as one point on the perimeter of the "Exclusion Zone (Hot Zone)."

d. Proceed with caution in a clockwise, or counter-clockwise, fashion around the suspected perimeter of the Hazardous Area.

e. Repeat the above steps until a reading is obtained that provides the next known point on the perimeter of the Hazardous Area.

f. Identify each location as a point on the perimeter of the "Exclusion Zone (Hot Zone)"

g. Continue with caution around the suspected Hazardous Area until the circumference of the Hazardous Area is identified by receiving readings on the atmospheric monitoring device.

h. Once the perimeter of the "Exclusion Zone (Hot Zone)" has been determined, it must be continuously monitored from the "Contamination Reduction Zone (Warm Zone)" to identify any changes.

i. A log will be maintained to record area atmospheric monitoring.

j. The points identified using the atmospheric monitoring device will be utilized to assist in representing the "Exclusion Zone (Hot Zone)" on a map of the area.

3.5.3.9 Safe Work Practices

The IC and SO will be responsible for ensuring that safety measures are taken in all work practices. An Emergency Response Site Safety and Action Plan (**EPCO Safety Form SF49**) shall be completed and communicated to personnel prior to taking any action.

3.5.3.10 Personal Protective Equipment (PPE)

Proper PPE for response activities will be determined by the SO and IC on a case-by-case basis. Only employees properly trained in the use of a piece of equipment will be permitted to use it during an emergency response.

The minimum level of PPE within a process operating area or pipeline right of way shall be Level 1 Protection as described in the "*Enterprise Safety Policies Manual*" **Section 3.9**.

- Fire Retardant Clothing
- Safety Toe Shoes
- Hard Hat
- Safety Glasses or Chemical Goggles

IMPORTANT:

Enterprise employees shall not perform any task in response to an emergency that exceeds their current level of HAZWOPER training, per 29 CFR 1910.120.

Refer to Section 3.5.3.2 of this Emergency Response Plan for further information.

3.5.3.11 Contractors

Enterprise has qualified contractors available to perform and aid in Emergency Response containment, support functions, and remediation activities on an as needed basis.

The Area Coordinator of Maintenance will provide qualified contractors in response to an emergency.

The Primary contractors that will be used for Emergency Response support for this area are listed below.

Areas that are required to have available Oil Spill Removal Organization (OSRO) shall include these contractors below and identify them as such.

ROCKY MOUNTAIN GATHERING/PROCESSING PICEANCE GATHERING/STATIONS – MEEKER/CTF PLANTS SHAWN BRENNAN - ASSET MANAGER			
Contractor	**Contact**	**Number**	**OSRO (Y/N)**
Emergency Contractors			
Brady Construction	Jeff Brady	970-640-7161	No
Dalbo Services, Inc.	Mike Hurley	435-828-8420	No
HRL	Kay Lambert	970-270-8874	No
Mercer Valve	Ellis Tait	435-630-4780	No
Redi Services	Craig Abernathy	970-625-0276	No
Shelton Welding	Bob Shelton	970-878-9846	No
D&P	Perry French	435-247-2622	No
TU and Frum	Tom George	435-246-2377	No

3.5.4 FOLLOW-UP (Post Emergency Response Operations)

Post emergency repairs/cleanup begins when the IC of the initial emergency response declares the site to be safe to perform such activities. Enterprise personnel and/or contractors will assist or perform repairs as safely and promptly as possible.

NOTE: In a large release or release involving a waterway one area may be declared by the IC as under control with no safety or health hazard and begin Post Emergency Response Operations; however another affected area may still be operating as an emergency under the ICS. The IC must clearly define the boundaries between the two areas.

NOTE: Field employees will coordinate with Facility or Pipeline Control to restore operation. Pre-startup safety inspections will be conducted prior to returning affected processes back to service.

After repairs have been made, Enterprise personnel will coordinate with the Safety and Environmental departments to conduct or assist in the proper remediation and cleanup activities.

4. POST-INCIDENT INVESTIGATION

An incident investigation will be conducted according to the investigation guidelines contained in the Incident Investigation section of "*Enterprise Safety Policies Manual*" **Section 2.4**.

In addition to the extent possible Enterprise will meet with involved agencies to conduct a post incident critique utilizing the Emergency Response or Drill Critique form **(EPCO Safety Form SF13)**.

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5. EMERGENCY INCIDENT OPERATING GUIDELINES

Enterprise has adopted fifteen (15) standard Emergency Incident Operating Guidelines for response to emergency incidents.

1. ***Notification*** – The Pipeline or Facility Controller is notified first and he/she will then contact local emergency response agencies and local employees for assistance.
2. ***Safely Evacuate or Respond*** – Upwind, uphill and upgrade of the incident.
3. ***Isolate and Deny Access/Entry*** – Do not allow anyone to enter or access the hazard area by using banner tape, vehicles, or emergency response personnel unless directed to do so by the IC.
4. ***Command*** – Initiate ICS and appoint a SO; initiate perimeter control.
5. ***Identification of Hazards*** – Identify the hazards involved in the emergency.
6. ***Assessment/Action Plan*** – A written Emergency Response Site Safety and Action Plan (**EPCO Safety Form SF49**) must be developed and communicated to the entire response team through a field briefing.
7. ***Protective Equipment*** – Select PPE, establish control zones, and perform continuous air monitoring.
8. ***Control*** – Eliminate ignition sources and consider confinement/containment options.
9. ***Protective Actions*** – Evacuation/shelter-in-place options establish and maintain adequate safety zones for the duration of the incident.
10. ***Decontamination*** – Establish and provide an adequate level of decontamination.
11. ***Disposal*** – Ensure appropriate disposal of all recovered product(s) and contaminated soils.
12. ***Termination*** – Emergency phase closure, equipment status evaluation, personnel debriefing and assignments for post incident analysis.
13. ***Medical*** – Document exposures to personnel; give field medical evaluations to exposed personnel and recommendations for further medical attention.
14. ***Evaluation*** – Complete a post-incident analysis within 48 hours with all available personnel involved.
15. ***Documentation*** – All necessary emergency phase documentation is gathered and secured.

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6. INCIDENT TYPES

6.1 Summary of Incident Types

1. Medical Emergencies
2. Product Release or Spill
   - Small Release or Spill
   - Large Release or Spill
3. Fire
4. Security or Bomb Threat
5. Natural Disasters
   - Flooding
   - Tornadoes
   - Hurricanes
   - Extreme Winter Weather (Ice/Snow)
   - Earthquakes or Subsidence

6.2 Medical

1. Immediately call (**911**) (**In Plant dial 9 for outside line then dial 911**) for public emergency medical services if warranted
2. Immediately notify the Supervisor, Safety or Control Room
3. Activate the Incident Command System -- Follow directions of Incident Commander
4. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1**
5. Use "Universal Precautions" for blood borne pathogens and infectious materials
6. Only provide the level of aid to which you are trained and qualified
7. Do not move the patient unless the current location is threatened with imminent danger
8. If Rescue is required -- Complete an Emergency Response Site Safety and Action Plan (**EPCO Safety Form SF49**) and communicate to personnel prior to any action, update as information or conditions change
9. Terminate the incident when told to do so by the Incident Commander
10. Dispose of material according to direction from the MSDS and the Environmental Department and the Enterprise Industrial Hygienist
11. Perform a Post Incident Critique (**EPCO Safety Form SF13**)
12. Perform an Incident Investigation

6.3 Small Product Release or Spill

Note: It is generally considered that a Small Release is defined as a release or spill of 5 barrels or less of a "Highly Volatile Liquid."

This can be dependent upon the type of material and should be confirmed through the Environmental Department as to the characteristics of the material as well as the "Reportable Quantity" for the specific released material.

1. Immediately Notify Supervisor, Safety or Control Room
2. Activate the Incident Command System -- Follow directions of Incident Commander
3. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1**
4. Determine the wind direction
5. Respond from upwind or crosswind and upgrade to the scene of the Incident
6. Enterprise employees shall not perform any task in response to an emergency that exceeds their current level of training per **29 CFR 1910.120** and **Section 3.5.3.2** of this Emergency Response Plan
7. Use monitors to check for hazardous atmosphere
8. Identify source of release or spill and material type
9. Determine if release or spill may be treated as a "Small Release" according to the MSDS exposure limits and other information.
10. Safely stop source of release or spill
11. Contain material released
12. Dispose of material according to direction from the MSDS and the Environmental Dept.
13. Terminate the incident when told to do so by the Incident Commander
14. Perform a Post Incident Critique (**EPCO Safety Form SF13**)
15. Perform an Incident Investigation

6.4 Large Product Release or Spill

Note: It is generally considered that a Large Release is defined as a release or spill of more than 5 barrels of a "Highly Volatile Liquid;" or any product or chemical with characteristics that create immediate safety/health hazards or will migrate off-site.

This can be dependent upon the type of material and should be confirmed through the Environmental Department as to the characteristics of the material as well as the "Reportable Quantity" for the specific released material.

1. Immediately Notify Supervisor, Safety or Control Room.
2. Activate the appropriate facility alarm system to initiate evacuation. Utilize the Department of Transportation Emergency Response Guidebook (ERG), as appropriate, to supplement known information during the initial response phase in determining the initial evacuation area.
3. Activate the Incident Command System -- Follow directions of Incident Commander.
4. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1.**
5. Call for outside assistance and notify public agencies as needed.
6. Obtain care for any injured personnel – see Medical **Section 6.2** of this plan**.**
7. Ensure that all personnel are accounted for and identify if any personnel are missing. Use the Evacuation Assembly Area Accountability form **(EPCO Safety Form SF51)**.
8. Activate Emergency Shut Down (ESD) and close remote valves as needed.
9. Attempt to identify source, magnitude, and duration of release or spill and material type, from a safe distance.
10. Determine the wind direction and speed as well as the slope of the terrain.
11. Complete Emergency Response Site Safety and Action Plan (**EPCO Safety Form SF49**) communicate to personnel prior to any action, update as information or conditions change.
12. Complete a Job Plan to outline required tasks needed to control and perform maintenance on the equipment or pipeline as needed.
13. Enterprise EHS&T Safety Policies, Enterprise Procedures Manual for Pipeline Maintenance and Emergencies (O&M Manual) and Equipment Maintenance Procedures will be followed.
14. Establish Control Zones using monitoring devices as described in **Section 3.5.3.4** of this plan.
15. Restrict access according to established Control Zones.
16. Enterprise employees shall not perform any task in response to an emergency that exceeds their current level of training per **29 CFR 1910.120** and **Section 3.5.3.2** of this Emergency Response Plan.
17. Comply with PPE requirements established by the Safety Officer.
18. Use the "Buddy System" along with proper back-up.
19. Never enter a gas or vapor cloud or any other immediately dangerous area.
20. The trained Emergency Responders will attempt to contain the release.

Continued Next Page ⇒

6.4 Large Product Release or Spill (cont.)

21. The trained Emergency Responders will attempt to stop the release.

22. Terminate the incident when told to do so by the Incident Commander.
23. Sound the All-clear as directed to do so by the Incident Commander.
24. Perform a Post Incident Critique (**EPCO Safety Form SF13**).
25. Dispose of any hazardous material according to direction from the MSDS and the Environmental Department.
26. Remediate the area.
27. Perform an Incident Investigation.

6.5 Fire

1. Immediately Notify Supervisor, Safety or Control Room
2. Activate the appropriate facility alarm system to initiate evacuation
3. Activate the Incident Command System -- Follow directions of Incident Commander
4. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1**
5. Call for outside assistance and notify public agencies as needed
6. Obtain care for any injured personnel – see Medical section 6.2
7. Ensure that all personnel are accounted for and identify if any personnel are missing. Use the Evacuation Assembly Area Accountability form **(EPCO Safety Form SF51)**.
8. Activate Emergency Shut Down (ESD) and close remote valves as needed
9. Activate fixed firewater systems if applicable (e.g., deluge systems, fire monitors)
10. Attempt to identify source of fuel and material type from a safe distance
11. Determine the wind direction
12. Complete Emergency Response Site Safety and Action Plan **(EPCO Safety Form SF49)** communicate to personnel prior to any action, update as information or conditions change.
13. Complete a Job Plan to outline required tasks needed to control and perform maintenance on the equipment or pipeline – as needed.
14. Enterprise EHS&T Safety Policies, Enterprise Procedures Manual for Pipeline Maintenance and Emergencies (O&M Manual) and Equipment Maintenance Procedures will be followed.
15. Establish Control Zones using monitoring devices
16. Restrict access according to established Control Zones
17. Enterprise employees shall not perform any task in response to an emergency that exceeds their current level of training per **29 CFR 1910.120** and **Section 3.5.3.2** of this plan
18. Comply with PPE requirements established by the Safety Officer
19. Use the "Buddy System" along with proper back-up.
20. Never enter an immediately dangerous area
21. The trained Emergency Responders will attempt to contain the fire
22. The trained Emergency Responders will attempt to protect the exposures
23. The trained Emergency Responders will attempt to stop the fuel source
24. The trained Emergency Responders will attempt to extinguish the fire
25. Terminate the incident when told to do so by the Incident Commander
26. Sound the All-clear as directed to do so by the Incident Commander
27. Perform a Post Incident Critique **(EPCO Safety Form SF13)**
28. Dispose of any hazardous material according to direction from the MSDS and the Environmental Department
29. Remediate the area as needed
30. Perform an Incident Investigation

6.6 Security or Bomb Threat

1. Immediately Notify Supervisor, Safety or Control Room.
2. Activate the Incident Command System -- Follow directions of Incident Commander.
3. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1.**
4. Refer to the Facility Security Plan.
5. Call for outside assistance and notify public agencies as needed.
6. Activate the appropriate facility alarm system to initiate evacuation if appropriate.
7. Ensure that all personnel are accounted for and identify if any personnel are missing. Use the Evacuation Assembly Area Accountability form **(EPCO Safety Form SF51)**.
8. Activate Emergency Shut Down (ESD) as needed.
9. Complete Emergency Response Site Safety and Action Plan **(EPCO Safety Form SF49)** communicate to personnel prior to any action, update as information or conditions change.
10. Establish Control Zones as appropriate.
11. Restrict access according to established Control Zones.
12. Terminate the incident when told to do so by the Incident Commander.
13. Sound the All-clear as directed to do so by the Incident Commander.
14. Perform a Post Incident Critique **(EPCO Safety Form SF13).**
15. Perform an Incident Investigation.

6.7 Natural Disasters

6.7.1 Flooding

1. Immediately Notify Supervisor, Safety or Control Room.
2. Activate the Incident Command System -- Follow directions of Incident Commander.
3. Continuously monitor local news reports.
4. Take preliminary actions to secure the facility prior to flooding and evacuation.
5. Consider having sandbags brought to sites that could be affected by the flooding.
6. Consider obtaining portable pumps and hoses.
7. Consider removing product from underground storage tanks (sumps and separators) and replace with water to prevent them from floating out of the ground.
8. Keep at least a normal bottom in all above ground tankage, more if possible.
9. Close all valves on products and additive storage tanks.
10. Anchor all bulk additive tanks, fuel barrels, empty drums, and propane tanks.
11. Back up computer files.
12. Remove assets such as files, computers and spare parts.
13. Shut off high voltage power and natural gas lines.
14. Prior to evacuation, know where all of the employees will be residing and obtain phone numbers so that they can be contacted if additional emergencies occur.
15. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1**, when flooding is imminent.
16. Activate the appropriate facility alarm system to initiate evacuation if appropriate.
17. Ensure that all personnel are accounted for and identify if any personnel are missing. Use the Evacuation Assembly Area Accountability form **(EPCO Safety Form SF51)**.
18. Activate Emergency Shut Down (ESD) as needed.
19. Complete Emergency Response Site Safety and Action Plan **(EPCO Safety Form SF49)** communicate to personnel prior to any action, update as information or conditions change.
20. Establish Control Zones as appropriate.
21. Restrict access according to established Control Zones.
22. Terminate the incident when told to do so by the Incident Commander.
23. Sound the All-clear as directed to do so by the Incident Commander.
24. Perform a Post Incident Critique **(EPCO Safety Form SF13).**

6.7.2 Tornadoes

1. Immediately Notify Supervisor, Safety or Control Room.
2. Activate the Incident Command System -- Follow directions of Incident Commander.
3. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1**.
4. Continuously monitor local news reports.
5. Look for funnel formations on the ground or in the clouds and listen for a roar that sounds like a jet aircraft or rail traffic.
6. Activate the appropriate facility alarm system to initiate evacuation if appropriate.
7. Take shelter. Have location personnel report to the designated area.
8. Ensure that all personnel are accounted for and identify if any personnel are missing. Use the Evacuation Assembly Area Accountability form **(EPCO Safety Form SF51)**.
9. Activate Emergency Shut Down (ESD) as needed.
10. Complete Emergency Response Site Safety and Action Plan **(EPCO Safety Form SF49)** communicate to personnel prior to any action, update as information or conditions change.
11. Establish Control Zones as appropriate.
12. Restrict access according to established Control Zones.
13. Terminate the incident when told to do so by the Incident Commander.
14. Sound the All-clear as directed to do so by the Incident Commander.
15. Perform a Post Incident Critique **(EPCO Safety Form SF13).**

The shelter area that is recommended for the facilities is the facility control room. The shelter area that is recommended for the pipeline right of way is a ditch or low lying area.

6.7.3 Hurricanes

1. Review the area Hurricane Plan prior to June 1st.
2. Monitor local news reports.
3. Follow the procedures and precautions set forth in the area Hurricane Plan.
4. Immediately Notify Supervisor, Safety or Control Room.
5. Activate the Incident Command System -- Follow directions of Incident Commander.
6. Take preliminary actions to secure the facility prior to high winds, flooding and evacuation.
7. Consider having sandbags brought to sites that could be affected by the flooding.
8. Consider obtaining ride out supplies such as food, generators, portable pumps and hoses.
9. Consider removing product from underground storage tanks (sumps and separators) and replace with water to prevent them from floating out of the ground.
10. Keep at least a normal bottom in all above ground tankage, more if possible.
11. Additional precautions should be taken at underground storage caverns. See the site-specific Emergency Action Plan for each cavern facility.
12. Close all valves on products and additive storage tanks.
13. Anchor all bulk additive tanks, fuel barrels, empty drums, and propane tanks.
14. Back up computer files.
15. Remove assets such as files, computers and spare parts.
16. Shut off high voltage power and natural gas lines.
17. Prior to evacuation, know where all of the employees will be residing and obtain phone numbers so that they can be contacted if additional emergencies occur.
18. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1**, when storm is imminent.
19. Activate the appropriate facility alarm system to initiate evacuation if appropriate.
20. Ensure that all personnel are accounted for and identify if any personnel are missing. Use the Evacuation Assembly Area Accountability form **(EPCO Safety Form SF51)**.
21. Activate Emergency Shut Down (ESD) as needed.
22. Complete Emergency Response Site Safety and Action Plan **(EPCO Safety Form SF-49)** communicate to personnel prior to any action, update as information or conditions change.
23. Establish Control Zones as appropriate.
24. Restrict access according to established Control Zones.
25. Terminate the incident when told to do so by the Incident Commander.
26. Sound the All-clear as directed to do so by the Incident Commander.
27. Perform a Post Incident Critique **(EPCO Safety Form SF-13).**

The shelter area that is recommended for the facilities is the facility control room. The shelter area that is recommended for the pipeline right of way is a ditch or low lying area.

6.7.4 Extreme Winter (Ice/Snow)

1. Prepare the facility prior to onset of winter with an adequate supply of fresh water, snow removal equipment, generators, and other items considered necessary.
2. Monitor local news reports.
3. If there is a blizzard or ice storm imminent, communicate this information to all personnel.
4. Immediately Notify Supervisor, Safety or Control Room.
5. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1**, when storm is imminent.
6. Take preliminary actions to secure the facility prior to inclement weather and possible evacuation.
7. Activate the Incident Command System -- Follow directions of Incident Commander.
8. Complete Emergency Response Site Safety and Action Plan **(EPCO Safety Form SF49)** communicate to personnel prior to any action, update as information or conditions change.
9. Ensure that all personnel are accounted for and identify if any personnel are missing. Use the Evacuation Assembly Area Accountability form **(EPCO Safety Form SF51)**.
10. Terminate the incident when told to do so by the Incident Commander.
11. Perform a Post Incident Critique **(EPCO Safety Form SF13).**

6.7.5 Earthquakes or Subsidence

1. Prior to an event, know the gathering locations and contact persons for each of the buildings.
2. During an event -- remain calm.
3. Immediately Notify Supervisor, Safety or Control Room.
4. Activate the Incident Command System -- Follow directions of Incident Commander.
5. Follow the Enterprise Notification Protocol; refer to "*Enterprise Safety Policies Manual*" **Section 2.1**
6. Continuously monitor local news reports.
7. Call for outside assistance and notify public agencies as needed.
8. Activate the appropriate facility alarm system to initiate evacuation if appropriate.
9. Take shelter. Have location personnel report to the designated area.
10. Ensure that all personnel are accounted for and identify if any personnel are missing. Use the Evacuation Assembly Area Accountability form **(EPCO Safety Form SF51)**.
11. Use the stairs, if applicable, to evacuate to a place of safety outdoors.
12. Move away from buildings, utility poles, and other structures that could fall.
13. Always avoid power or utility lines, as they may be energized.
14. If you must remain indoors, seek refuge in a doorway or under a desk or table.
15. Stay away from glass windows, shelves, and heavy equipment.
16. If in an automobile, stop in the safest place available, preferably away from power lines and trees. Stay in the vehicle, as it offers shelter.
17. Activate Emergency Shut Down (ESD) as needed.
18. Complete Emergency Response Site Safety and Action Plan **(EPCO Safety Form SF49)** communicate to personnel prior to any action, update as information or conditions change.
19. Establish Control Zones as appropriate.
20. Restrict access according to established Control Zones.
21. Terminate the incident when told to do so by the Incident Commander.
22. Sound the All-clear as directed to do so by the Incident Commander.
23. Perform a Post Incident Critique **(EPCO Safety Form SF13).**

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7. PIPELINE RIGHT OF WAY WARNING SIGNS

***Note**: These signs are used for illustration purposes only and may have different wording, phone numbers, and company information than actual signs in the field.*

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8. MEDIA

Should you encounter a business-related emergency involving company assets, personnel or contractors, please contact:

Rick Rainey
Director, Public Relations
Office: (713) 381-3635
Cell: (713) 259-9214

Note: The notification of the Public Relations Department is in addition to the standard protocol for contacting your designated representative under the company's emergency response plan.

In certain situations, it may be necessary to respond to the media prior to the arrival or availability of the public relations team. The information below will provide you with some guidance:

DO	DO NOT
• Identify yourself as the designated spokesperson	• **Don't** speculate on cause of the incident
• Confirm occurrence of an incident and that the company is addressing the situation	• **Don't** provide names or medical conditions of injured
• Provide only basic facts of the incident – reading a statement is ok; provide nothing in writing	• **Don't** estimate damages
• Be truthful	• **Don't** assume responsibility, wait until company's involvement is determined
• Express compassion for those affected by the incident	• **Don't** go "off the record" – be aware that images and sound are being recorded even though a camera or microphone may not be visible
• Address media as a group if possible, rather than conducting individual interviews	• **Don't** allow unrestricted access to the scene, utilize law enforcement to control access
• End interviews promptly after providing facts	• **Don't** guess if you don't know the answer; offer to find out and follow-up later
• Provide a safe and secure area for briefing reporters; assure media that information will be provided as it becomes available	

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9. ACKNOWLEDGEMENT AND COMPLIANCE

ACKNOWLEDGMENT

This Emergency Response Plan has been developed to work in conjunction with existing emergency plans developed by federal, state and local authorities. To further coordinate, this plan is presented to the Local Emergency Planning Committees or other Local Emergency Agencies on an annual basis (refer to this Emergency Response Plan for more information). The local Safety Department Representative will be responsible for ensuring this Emergency Response Plan is distributed to the appropriate agencies.

COMPLIANCE

This Plan is both the Emergency Response Plan and the Emergency Action Plan for this facility and complies with all required elements.

This Emergency Response Plan complies with the requirements for Emergency Plans from **49 CFR** of the Department of Transportation and **29 CFR Part 1910** of the Occupational Safety and Health Administration to protect the health and safety of Company employees.

PLAN INTEGRITY AND REVIEW

The Facility Supervisor and/or Safety/PSM Coordinator for each location will ensure that this Emergency Response Plan is reviewed and updated as needed, but at least annually, not to exceed 15 months.

For additional Emergency Response Plan information contact the Safety/PSM Coordinator.

Guy Pelkey, Safety/PSM Coordinator
713-381-7611 (office)
970-274-9514 (mobile)
970-625-2568 (home)

9.1. Cross Reference

9.1.1 29 CFR 1910.38 "Emergency Action Plans"

1910.38			Plan Location
a		Employer must have an Emergency Action Plan	Enterprise ERP Sec 3.1 Paragraph 2 Sec 9 Compliance
b		Must be in writing	Enterprise ERP
c		Minimum Elements	
	1	Procedures for reporting a fire or other emergency	Sec 3.5.1 Notify Sec 6.5 Fire Sec 6.2 - 6.7 Other Emergencies
	2	Procedures for emergency evacuation, including type of evacuation and exit route assignments	Sec 3.5.2 Evacuate Sec 5 Emergency Guideline 2 App A Facility Maps App B Building Map
	3	Procedures to be followed by employees who remain to operate critical plant operations before they evacuate	Sec 3.5.2.2 Essential Personnel
	4	Procedures to account for all employees after evacuation	Sec 3.5.2 (5-7) Evacuate
	5	Procedures to be followed by employees performing rescue or medical duties	Sec 3.5.3.7 First Aid *Enterprise Safety Policy Manual* Sec 5.5
	6	The name or job title of every employee who may be contacted by employees who need more information about the plan or an explanation of their duties under the plan	Sec 1.1 Enterprise Info Sec 3.1 Training
d		Employee Alarm System. An employer must have and maintain an employee alarm system. The employee alarm system must use a distinctive signal for each purpose and comply with the requirements of 1910.165	Sec 3.5.1.2 Alarms
e		Training. An Employer must designate and train employees to assist in a safe and orderly evacuation of other employees	Sec 3.3.2 Training Sec. 3.5.2 Evacuation
f		Review of Emergency Action Plan. An employer must review the Emergency Action Plan with each employee covered by the plan	Sec 3.3.2 Training
	1	When the plan is developed or the employee is assigned initially to a job	Sec 3.3.2 Training
	2	When the employee's responsibilities under the plan change	Sec 3.3.2 Training
	3	When the plan is changed	Sec 3.3.2 Training

9.1.2 29 CFR 1910.119 (n) "Emergency Planning and Response"

1910.119(n)			Plan Location
n		The employer shall establish and implement an emergency action plan for the entire plant in accordance with the provisions of 20 CFR 1910.38. In addition, the emergency action plan shall include procedures for handling small releases.	Enterprise ERP Sec 6.3 Small Product Release or Spill
13		1910.119 Appendix C (13) Emergency Preparedness	
1	P1	Each employer must address actions employees are to take when there is an unwanted release of highly hazardous chemicals	Sec 3.4 Response Capabilities Sec 3.5 Emergency Response Actions Sec 3.5.2.2 Essential Operating Personnel Sec 3.5.3.2 Limits of Actions
	P2	Employers at a minimum must have an emergency action plan which will facilitate the prompt evacuation of employees due to an unwanted release of a highly hazardous chemical.	Sec 3.5.2 Evacuate
	P2	This means that the employer will have a plan that will be activated by an alarm system to alert employees when to evacuate and that employees who are physically impaired, will have the necessary support and assistance to get them to the safe zone as well.	Sec 3.5.1.2 Alarms Sec 3.5.2.2 Special Needs
	P3	Unwanted incidental releases of highly hazardous chemicals in the process area must be addressed by the employer as to what actions employees are to take.	Sec 6.3 Small Product Release or Spill
	P6	It is important to have a backup communications network in case of power failure or one communication means fails	Sec 3.5.1.1 Method of communication

9.1.3 29 CFR 1910.120 (q) "Emergency Response to Hazardous Substances Releases"

1910.120(q)			Plan Location
1		***Emergency response plan.*** An emergency response plan shall be developed and implemented to handle anticipated emergencies. ..	Enterprise ERP
2	2	***Elements of an emergency response plan*** …	
	i	Pre-emergency planning and coordination with outside parties.	Sec 3.1 Emergency Responders
	ii	Personnel roles, lines of authority, training, and communication.	Sec 3.5 Emergency Response Actions Sec 3.5.3.1 Incident Command System Sec 3.3.2 Training Sec 3.5.1.1 Method of Communication
	iii	Emergency recognition and prevention.	Sec 3.3 Hazard Prevention, Recognition
	iv	Safe distances and places of refuge.	App B Building Map
	v	Site security and control.	Sec 3.5.3.4 Control Zones Sec 5 Isolate and deny access
	vi	Evacuation routes and procedures.	Sec 3.5.2 Evacuate App A Facility Maps App B Building Map
	vii	Decontamination.	Sec 3.5.3.5 Decontamination
	viii	Emergency medical treatment and first aid.	Sec 3.5.3.7 First Aid
	ix	Emergency alerting and response procedures.	Sec 3.5.1.2 Alarms
	x	Critique of response and follow-up.	Sec 3.5.4 Follow up Sec 4 Critique
	xi	PPE and emergency equipment.	Sec 3.5.3.10 PPE
3		Procedures for handling emergency response.	
	i	The senior emergency response official responding to an emergency shall become the individual in charge of a site-specific (ICS).	Sec 3.5.3.1 Incident Command System
	ii	The individual in charge of the ICS shall identify, to the extent possible, all hazardous substances or conditions present and shall address as appropriate site analysis, use of engineering controls, maximum exposure limits, hazardous substance handling procedures, and use of any new technologies.	Sec 3.5.3.1 Incident Command System Sec 3.5.3.3 Response Technologies
	iii	Based on the hazardous substances and/or conditions present, the individual in charge of the ICS shall implement appropriate emergency operations, and assure that the personal protective equipment worn is appropriate…	Sec 3.5.3.1 Incident Command System Sec 3.5.3.10 PPE
	vii	The individual in charge of the ICS shall designate a safety officer…	Sec 3.5.3.1 Incident Command System
	viii	When activities are judged by the safety officer to be an IDLH and/or to involve an imminent danger condition, the safety officer shall have the authority to alter, suspend, or terminate those activities…	Sec 3.5.3.1 Incident Command System
	ix	After emergency operations have terminated, the individual in charge of the ICS shall implement appropriate decontamination procedures.	Sec 3.5.3.1 Incident Command System Sec 3.5.3.5 Decontamination
6		***Training.*** Training shall be based on the duties and function …	Sec 3.3.2 Training
	i	***First responder awareness level…***	Sec 3.5.3.2 Limits of Actions
	ii	***First responder operations level…***	Sec 3.5.3.2 Limits of Actions
	iii	***Hazardous materials technician…***	Sec 3.5.3.2 Limits of Actions
8		Refresher training.	Sec 3.5.3.2 Limits of Actions

9.1.4 49 CFR 195.402 (e) "Procedures Manual for Emergencies"

195.402(e)			Plan Location
e		**Emergencies. The manual required by paragraph (a) of this section must include procedures for the following to provide safety when an emergency condition occurs:**	
	1	Receiving, identifying, and classifying notices of events which need immediate response by the operator or notice to fire, police, or other appropriate public officials and communicating this information to appropriate operator personnel for corrective action.	Sec 1 Contact Numbers Sec 3.3 Hazard Prevention, Recognition - ERG Sec 3.5.3.1 Incident Command System Sec 3.5.1 Notify
	2	Prompt and effective response to a notice of each type emergency, including fire or explosion occurring near or directly involving a pipeline facility, accidental release of hazardous liquid or carbon dioxide from a pipeline facility, operational failure causing a hazardous condition, and natural disaster affecting pipeline facilities.	Sec 6 Incident Types
	3	Having personnel, equipment, instruments, tools, and material available as needed at the scene of an emergency.	Sec 3.5.3.11 Contractors
	4	Taking necessary action, such as emergency shutdown or pressure reduction, to minimize the volume of hazardous liquid or carbon dioxide that is released from any section of a pipeline system in the event of a failure.	Sec 3.1 Paragraph 4
	5	Control of released hazardous liquid or carbon dioxide at an accident scene to minimize the hazards, including possible intentional ignition in the cases of flammable highly volatile liquid.	Sec 3 Emergency Response Plan Sec 5 Emergency Guideline 8 - Control
	6	Minimization of public exposure to injury and probability of accidental ignition by assisting with evacuation of residents and assisting with halting traffic on roads and railroads in the affected area, or taking other appropriate action.	Sec 3.3 Hazard Prevention, Recognition – ERG Sec 3.5.3.4 Control Zones – Site Safety and Action Plan Sec 5 Emergency Guideline Sec 6 Incident Types
	7	Notifying fire, police, and other appropriate public officials of hazardous liquid or carbon dioxide pipeline emergencies and coordinating with them preplanned and actual responses during an emergency, including additional precautions necessary for an emergency involving a pipeline system transporting a highly volatile liquid.	Sec 3.3 Hazard Prevention, Recognition – ERG Sec 3.3.1 Potential Hazards Sec 3.3.3 Drills and Exercises Sec 5 Emergency Guideline Sec 6 Incident Types
	8	In the case of failure of a pipeline system transporting a highly volatile liquid, use of appropriate instruments to assess the extent and coverage of the vapor cloud and determine the hazardous areas.	Sec 3.3 Hazard Prevention, Recognition – ERG Sec 3.5.3.4 Control Zones Sec 3.5.3.8 Monitoring Devices Sec 5 Emergency Guideline Sec 6 Incident Types
	9	Providing for a post accident review of employee activities to determine whether the procedures were effective in each emergency and taking corrective action where deficiencies are found.	Sec 4 Critique Sec 5 Emergency Guideline Sec 6 Incident Types

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10. ANNUAL REVIEW AND DOCUMENT CHANGE LOG

Date	Reviewer's Name	Change Location	Brief Description of Change
07/2010	B Steed	Section 6.7.1	Removed Item 9 - Underground Storage Caverns
01/2011	B Steed	All Pages	Header & Footer Changed
01/2011	B Steed	Section 2	Additional Definitions & Acronyms Added
01/2011	B Steed	Section 3.1	Where to Go for Questions Added
01/2011	B Steed	Section 3.3	Inserted Table for Products List
01/2011	B Steed	Section 3.3.2	Evacuation Wardens Information Added
01/2011	B Steed	Section 3.5.2	Evacuation Wardens Information Added
01/2011	B Steed	Section 3.5.2.2	Special Needs Information Added
01/2011	B Steed	Section 3.5.3.4 Section 3.5.3.8	Details on Atmospheric Monitoring Added
01/2011	B Steed	Section 3.5.3.11	OSRO Information Added
01/2011	B Steed	Section 6.7.5	Added Subsidence
01/2011	B Steed	Section 9	Review Not to Exceed 15 Months
01/2011	B Steed	Section 9.1	Regulatory Cross References
01/2011	B Steed	Section 11	Explain Use for Municipal Responders

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11. ACKNOWLEDGEMENT OF RECEIPT

This form is for the purpose of documenting the distribution of this plan to outside First Responder Agencies and Departments.

	ACKNOWLEDGEMENT OF RECEIPT **EMERGENCY RESPONSE PLAN**
Please Read: By signing below I am acknowledging that I have received, reviewed, and understand the Emergency Response & Action Plan provided by Enterprise Products Company.	
Date:	
Print Name:	
Print Title:	
Organization:	
Contact Person:	
Mailing Address:	
City:	
County:	
State:	
Zip:	
Emergency Phone Number (10 digit):	
Phone Number:	
Fax Number:	
E-Mail:	
Signature:	

Return Request:

After you complete this form, please return it to our office in the enclosed self-addressed, stamped envelope. This will help us maintain our records and the Emergency Response Database.

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APPENDIX A – FACILITY EVACUATION MAPS

The attached maps illustrate the facility evacuation routes.

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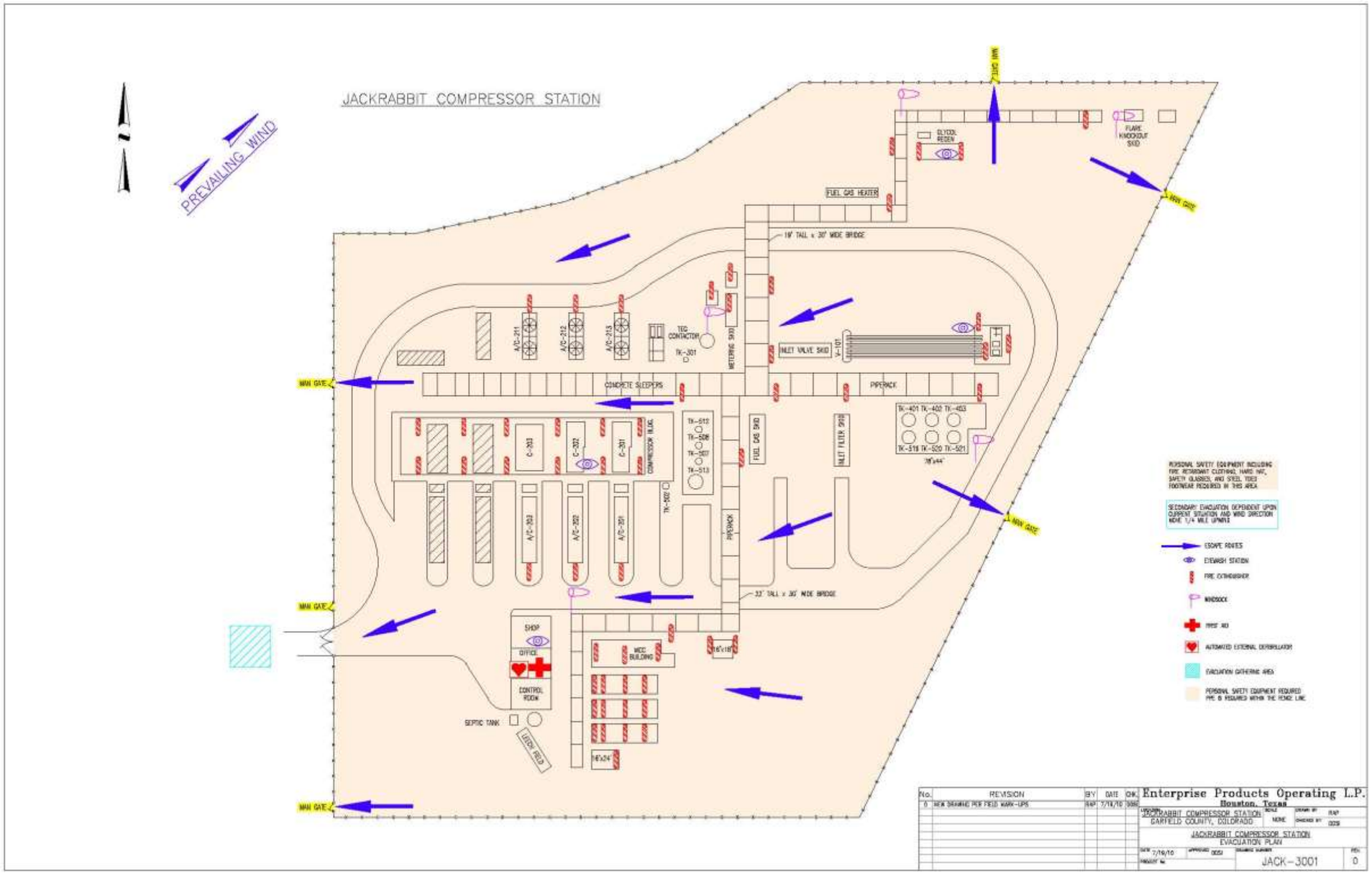
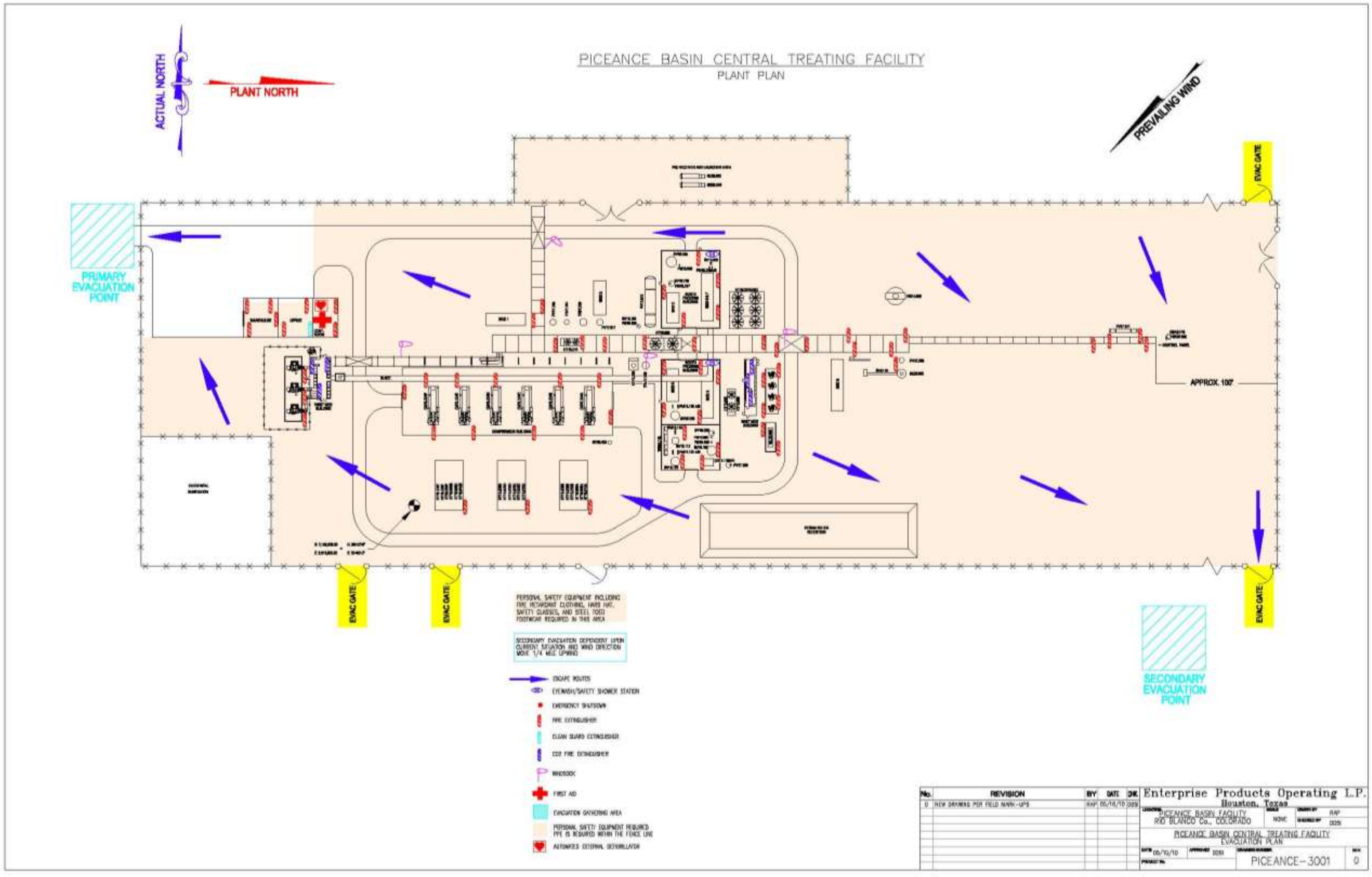
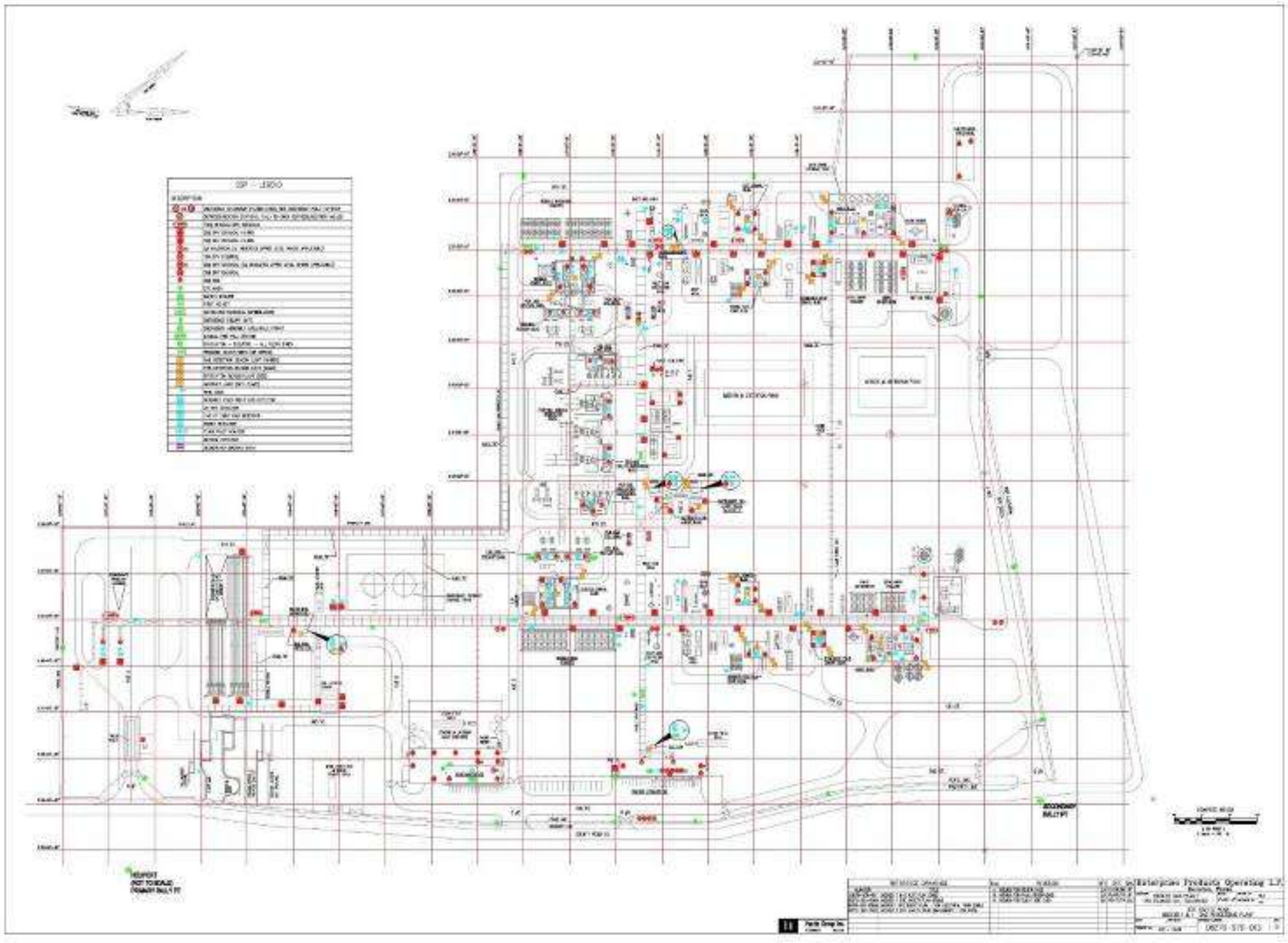
APPENDIX A (cont.) – Facility Evacuation Map – Garfield County, CO - Jackrabbit Compressor Station



APPENDIX A (cont.) – Facility Evacuation Map – Rio Blanco County, CO - Central Treating Facility



APPENDIX A (cont.) – Facility Evacuation Map – Rio Blanco County, CO – Meeker Gas Plant



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APPENDIX B – BUILDING EVACUATION MAPS

See facility for evacuation maps.

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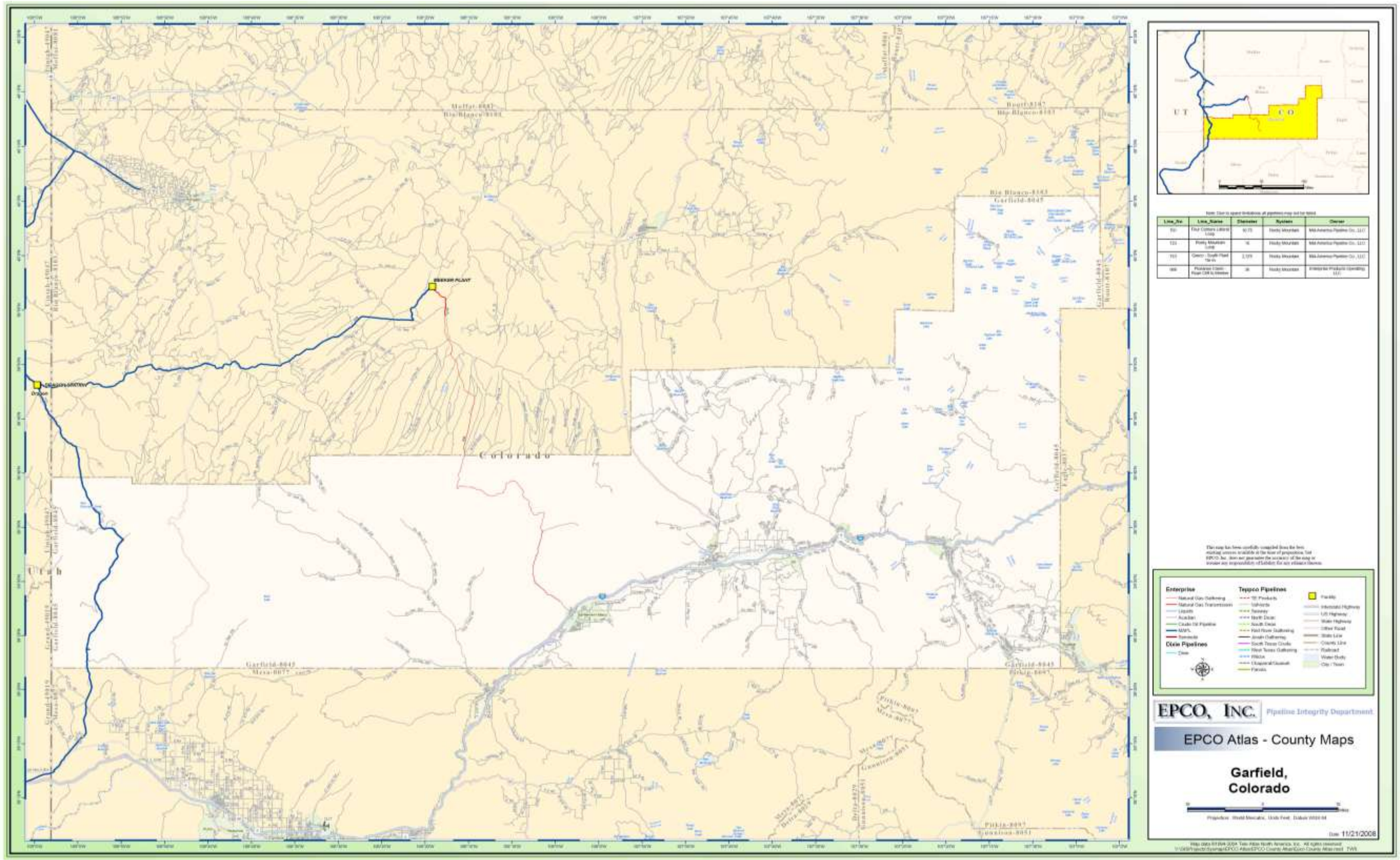
APPENDIX C – PIPELINE STRIP MAPS & COORDINATES

The attached maps illustrate the pipeline strip maps.

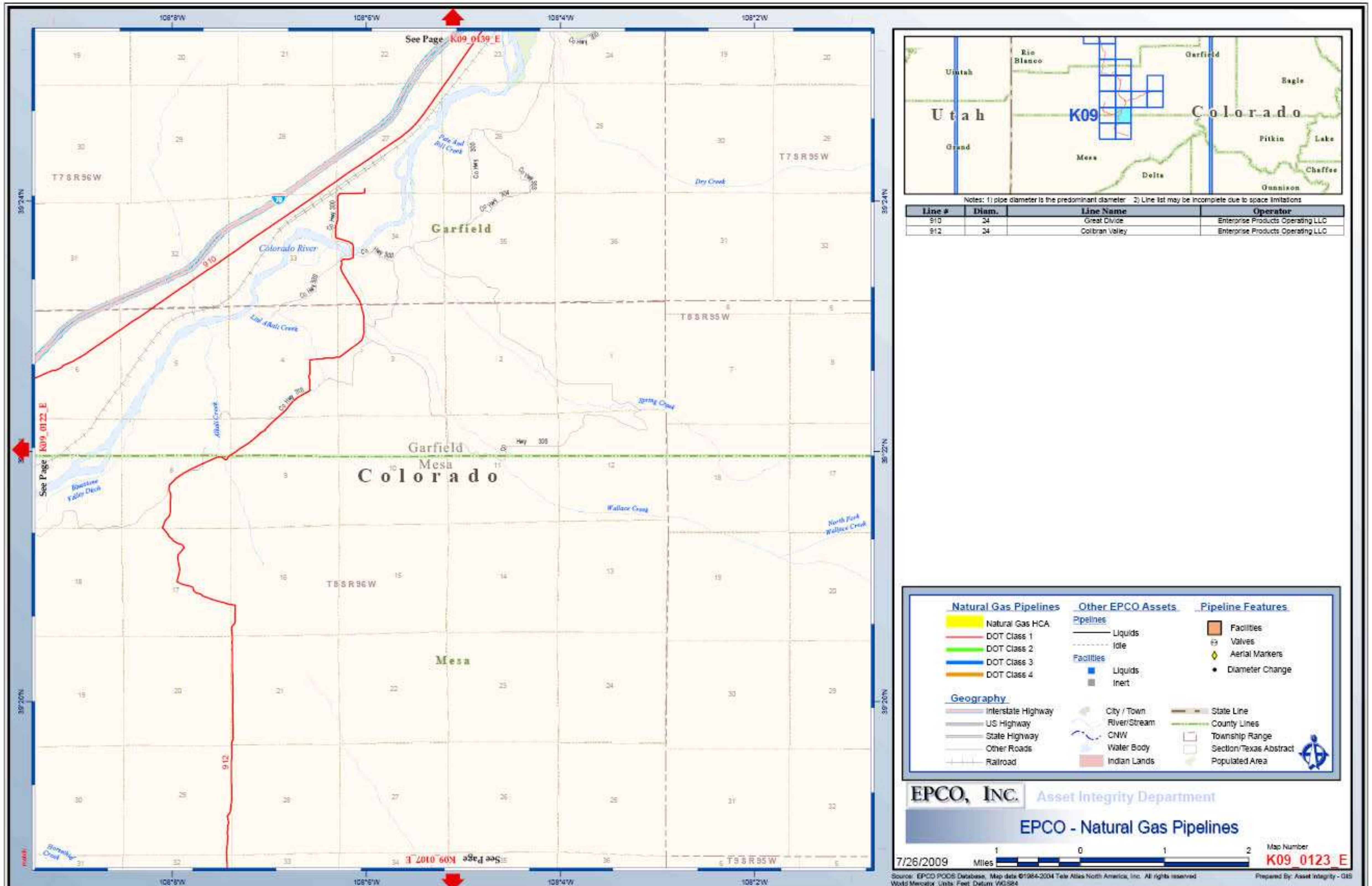
APPENDIX C – COORDINATES SHEET

VALVE SITE AND PUMP STATION COORDINATES	
Name or Description of Valve Site or Pump Station	**GPS Coordinates**
County, State	

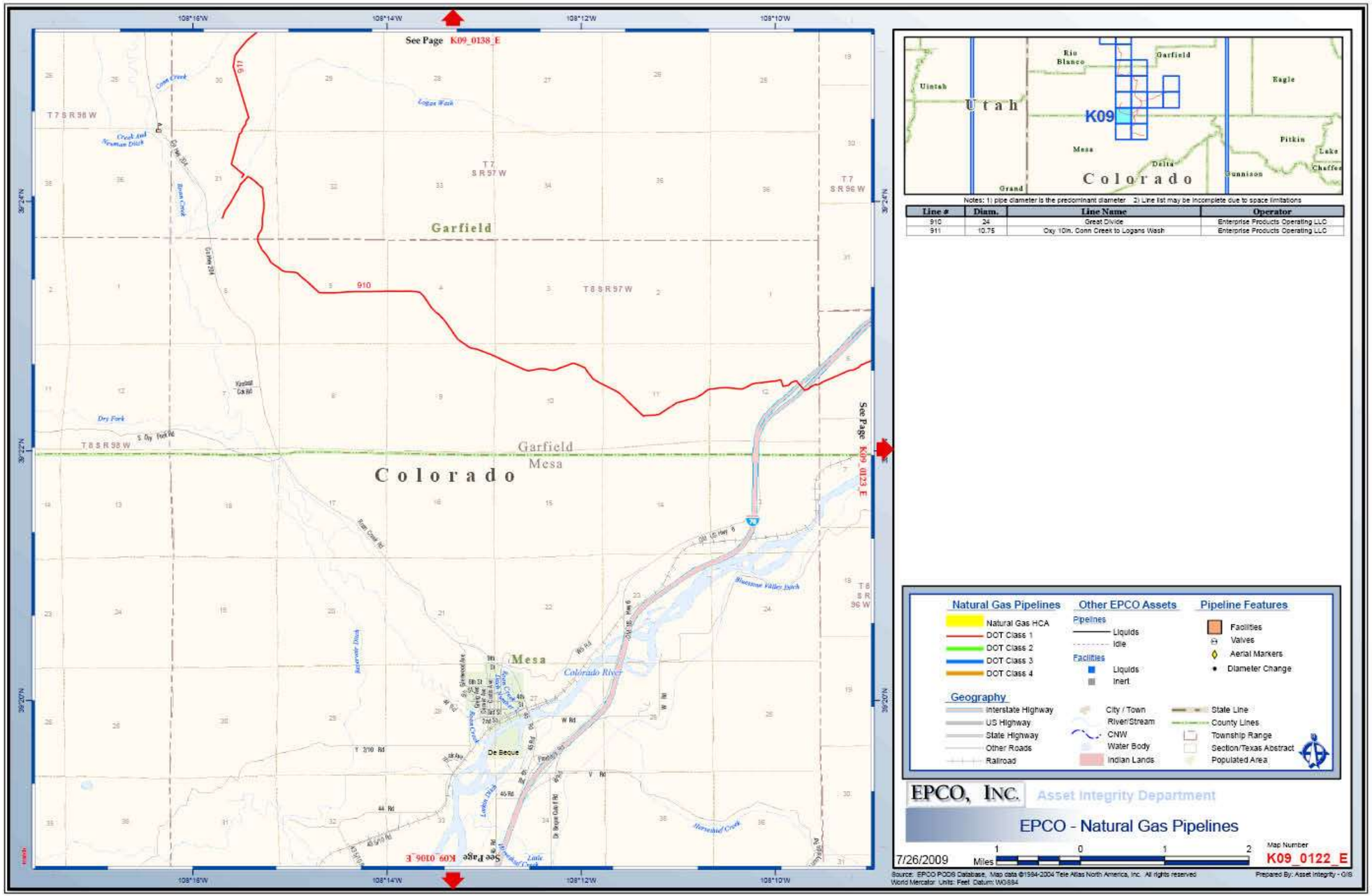
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



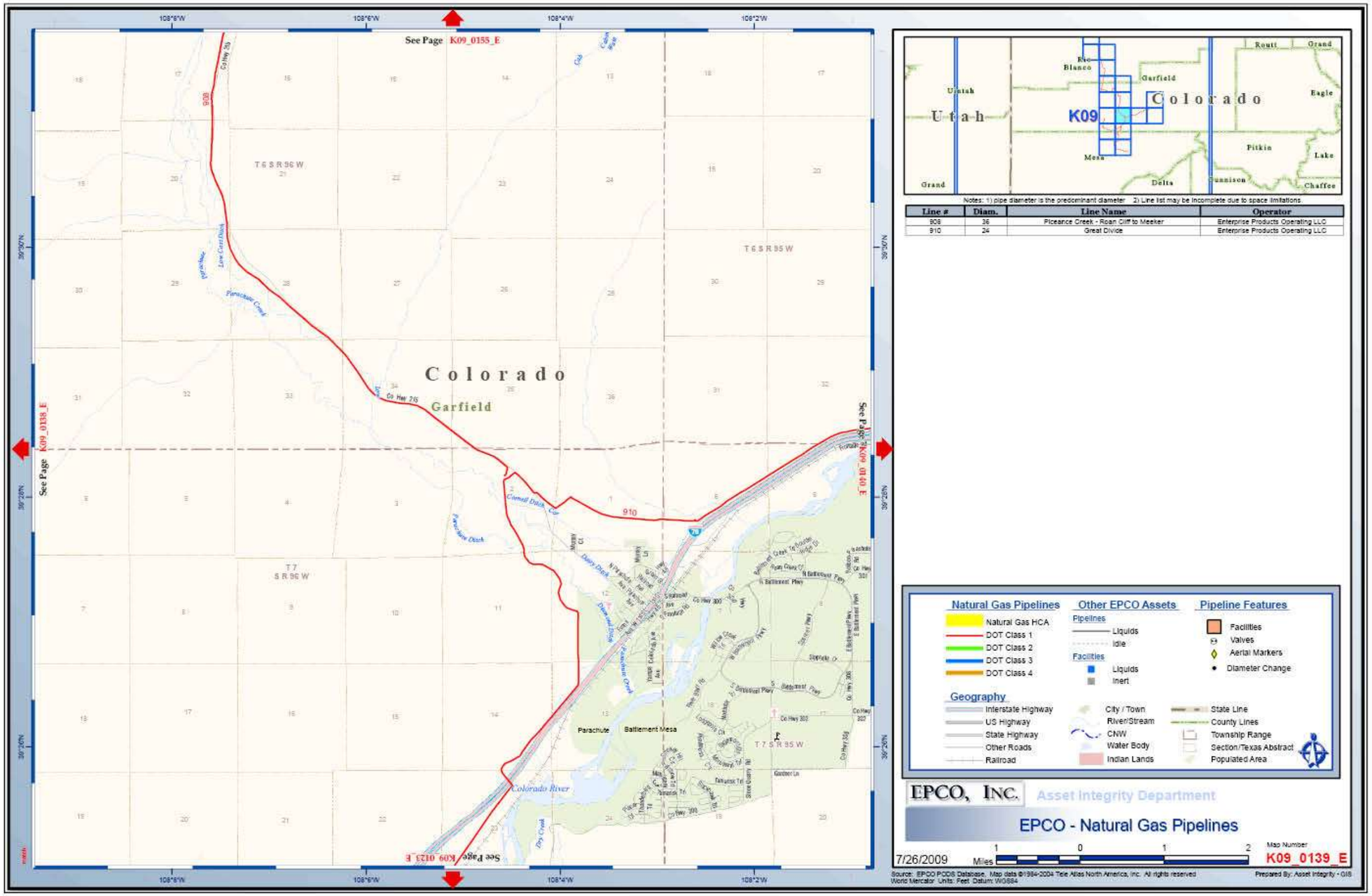
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



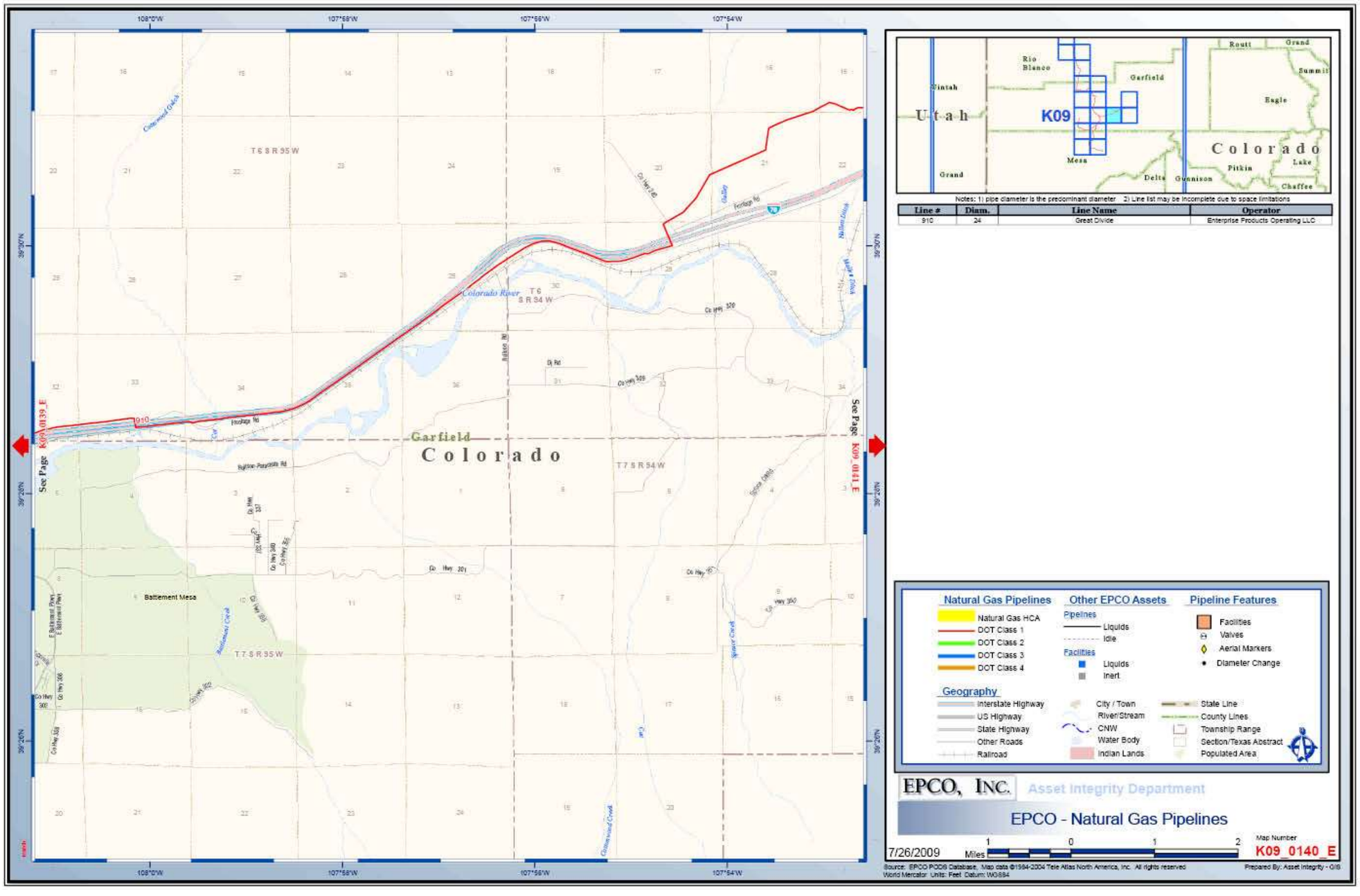
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



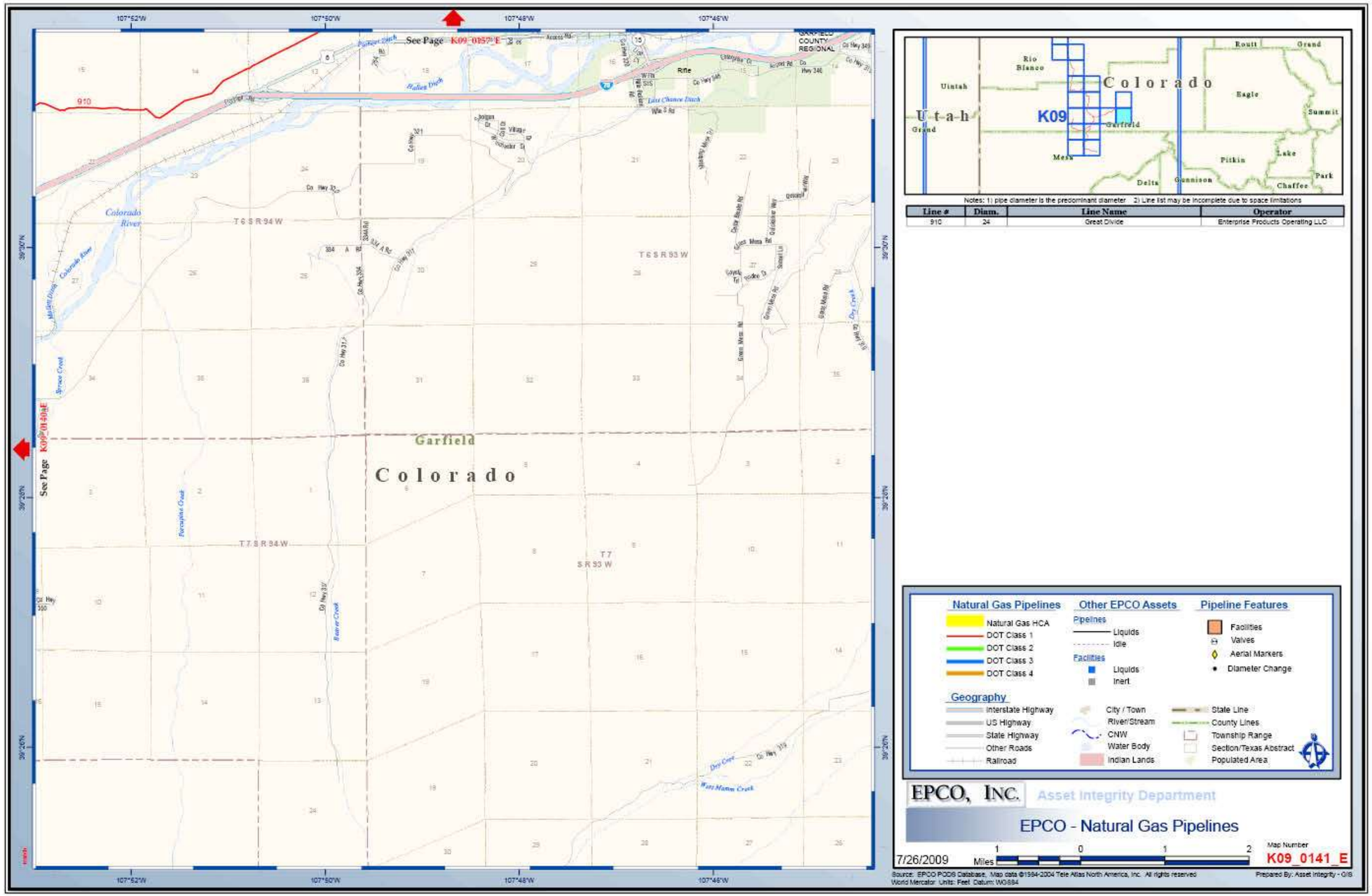
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



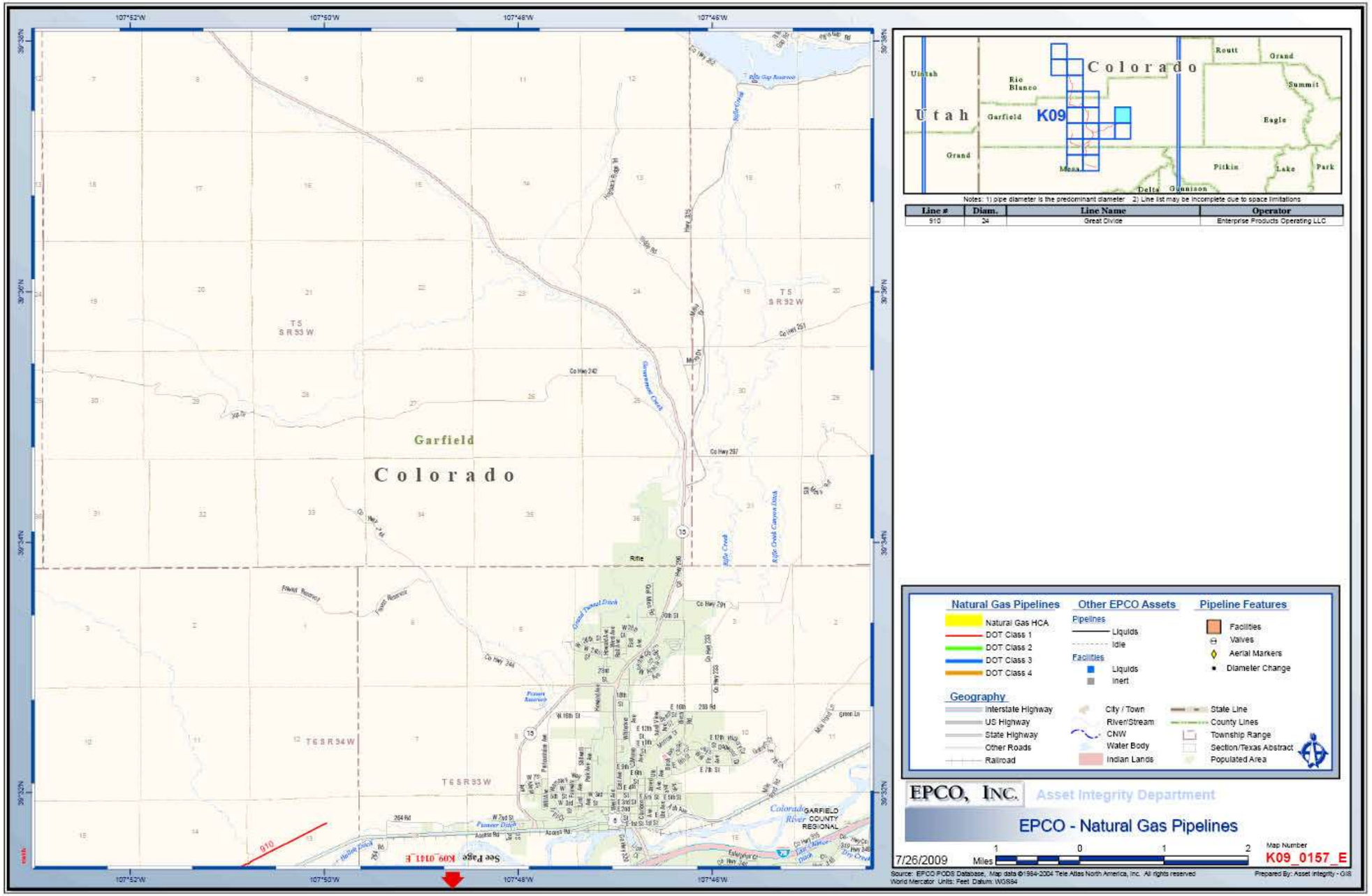
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



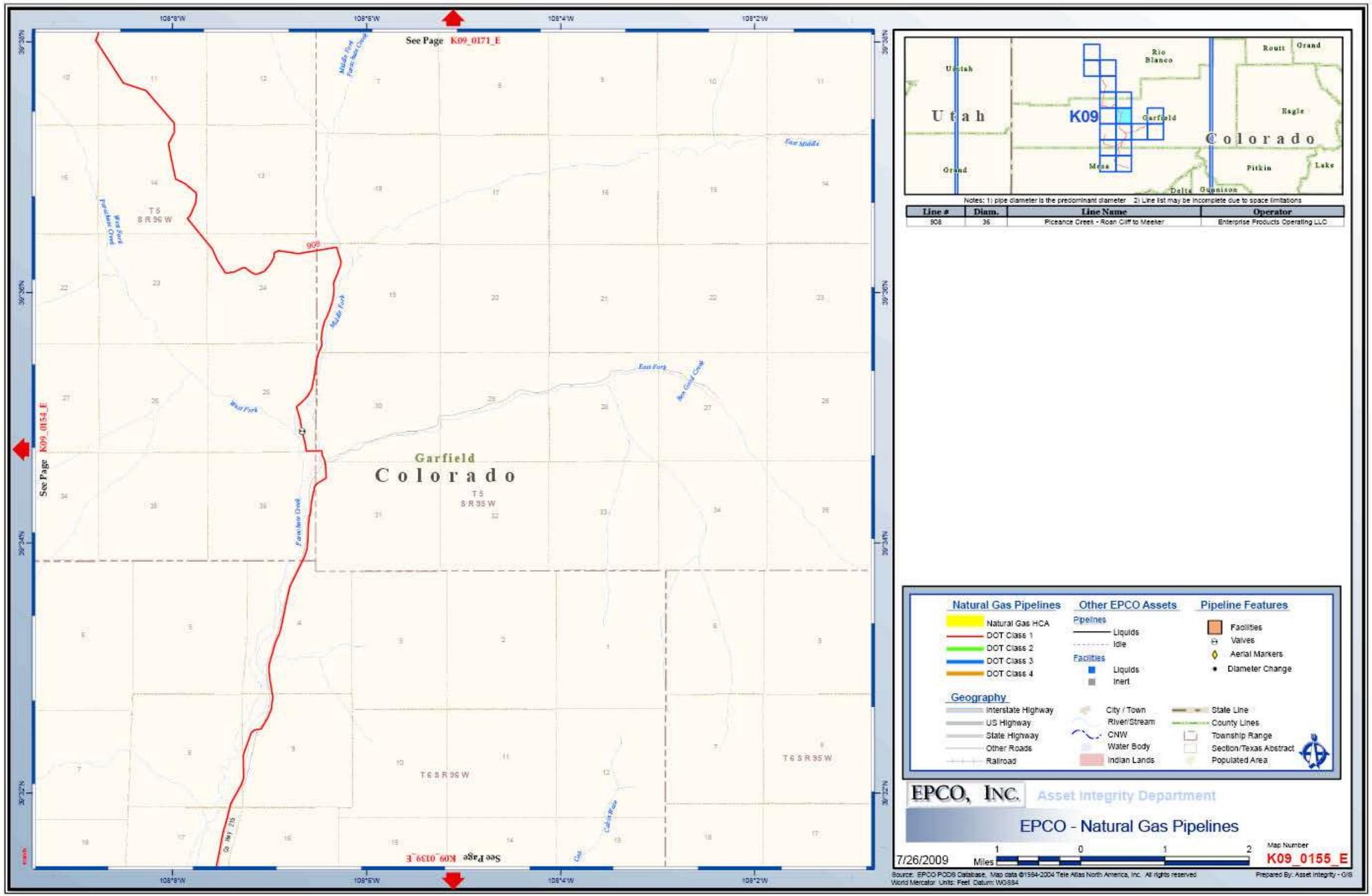
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



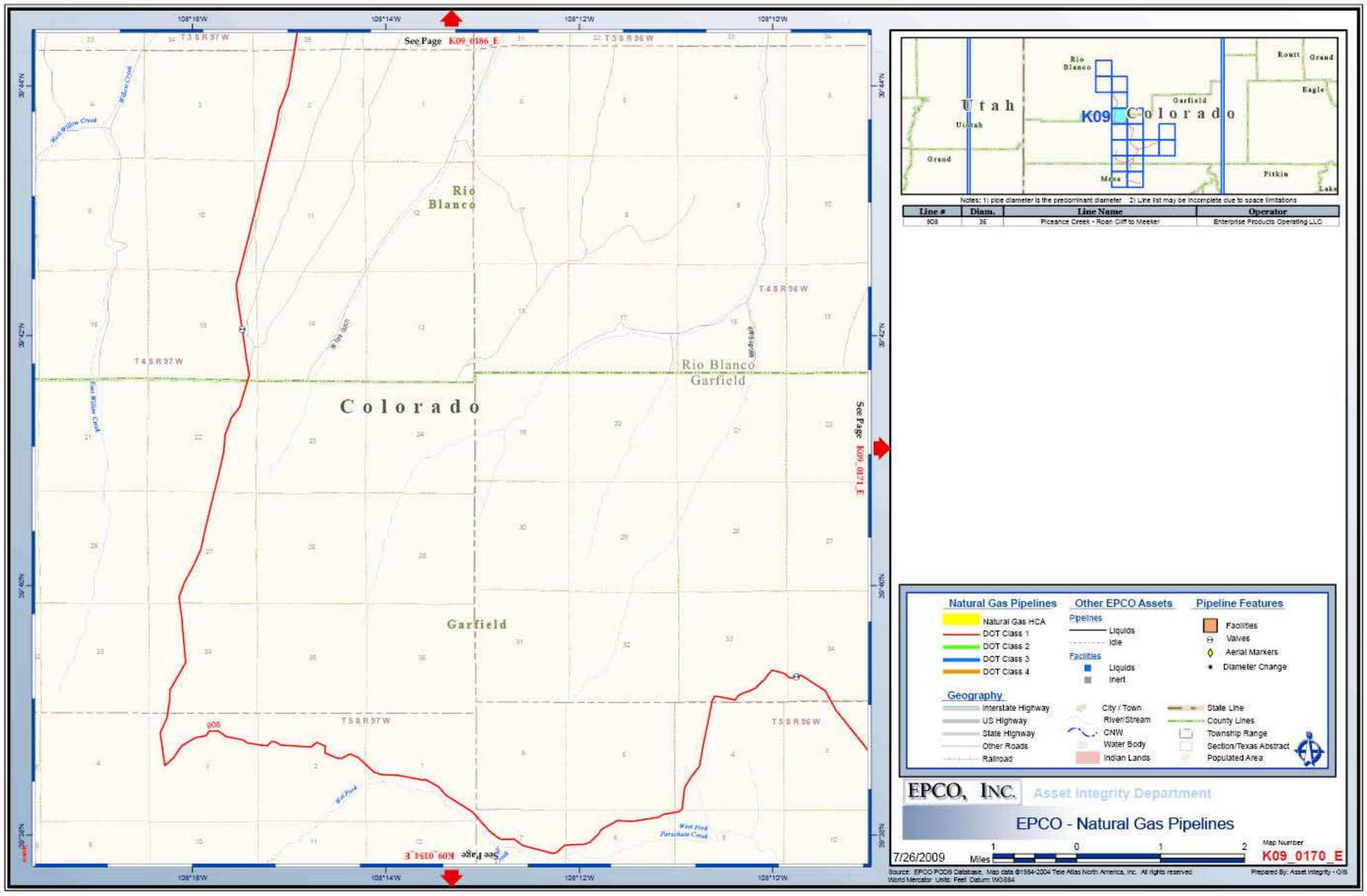
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



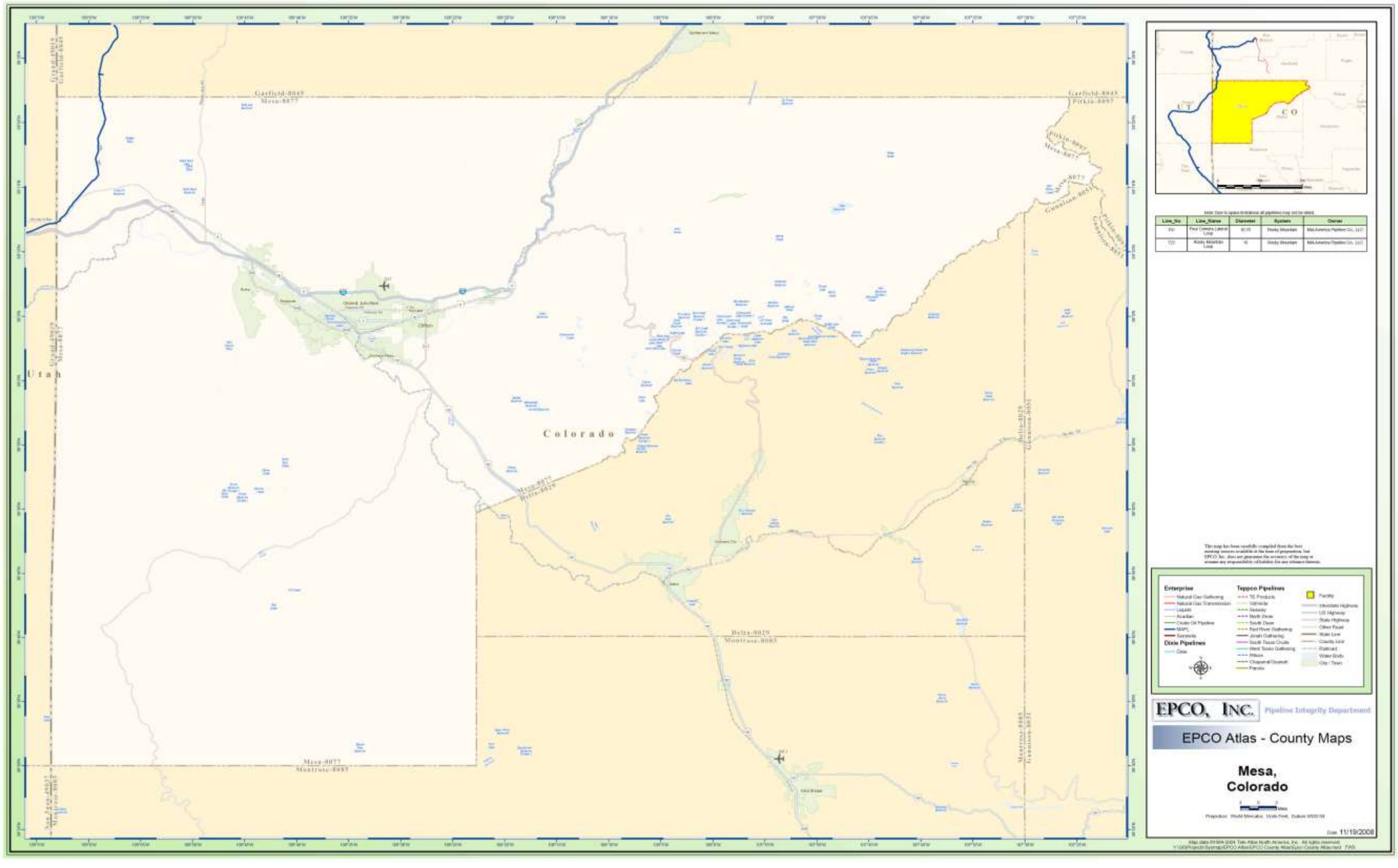
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



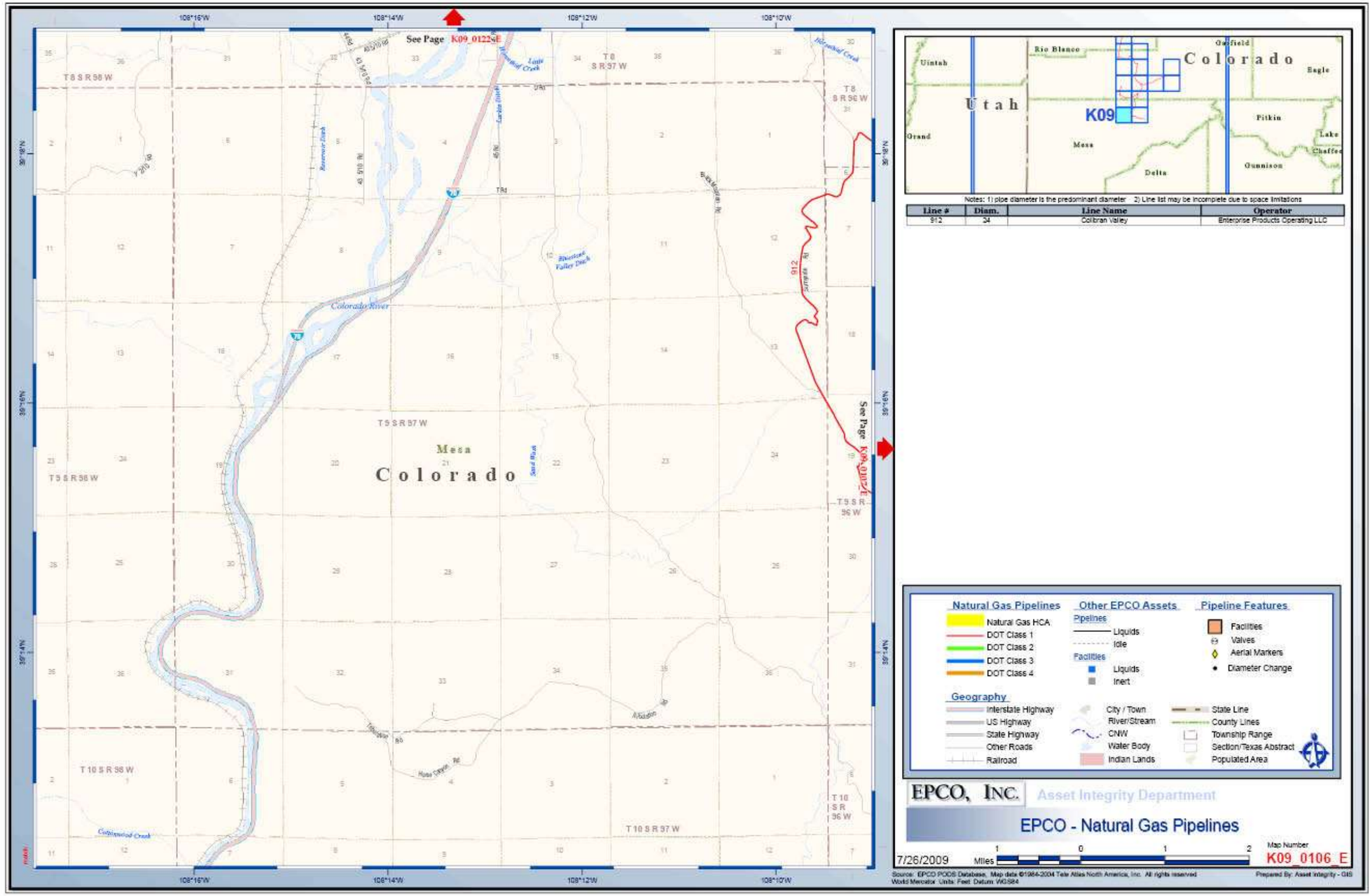
APPENDIX C (cont.) – Garfield County, CO – Pipeline Strip Map



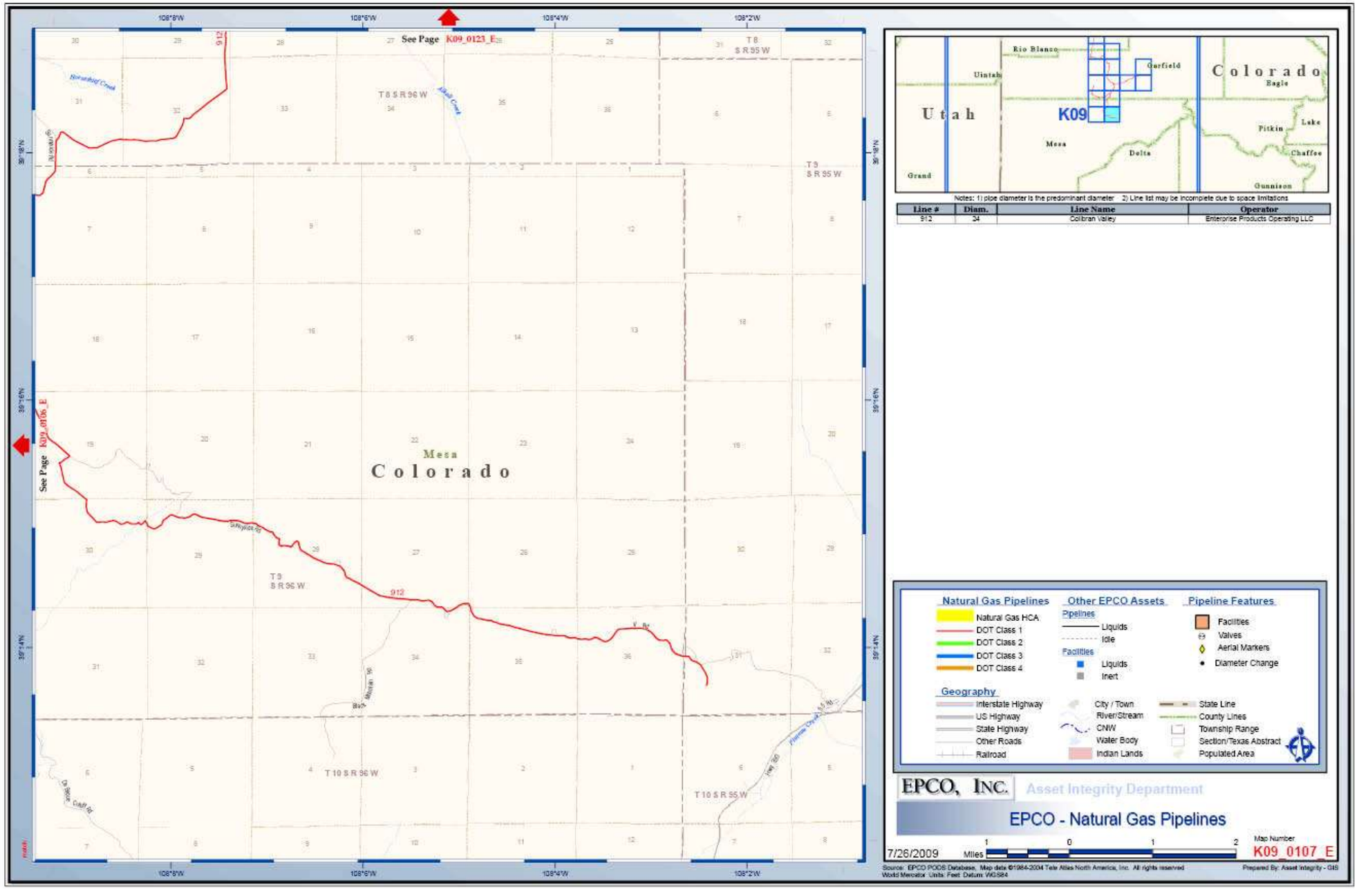
APPENDIX C (cont.) – Mesa County, CO – Pipeline Strip Map



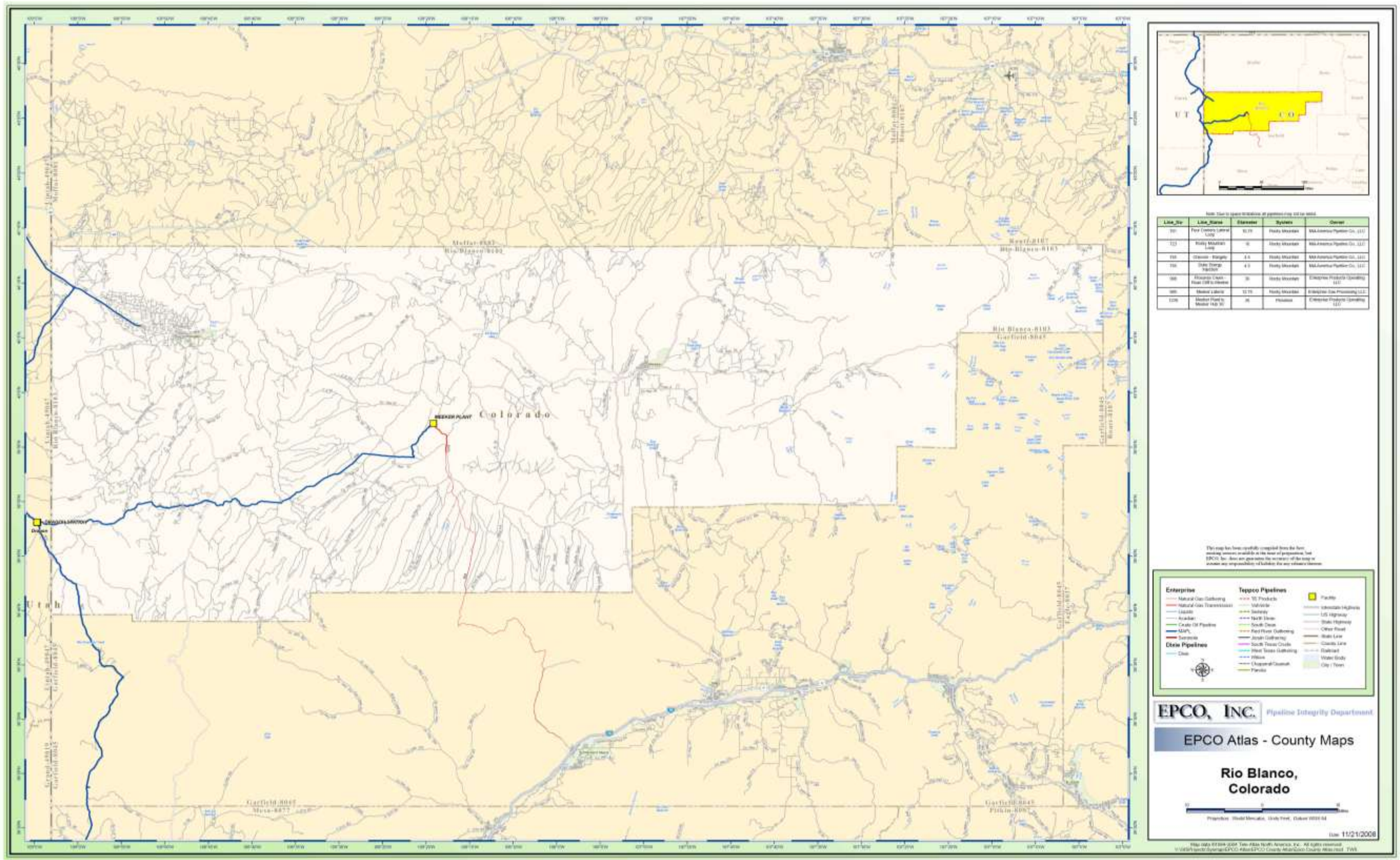
APPENDIX C (cont.) – Mesa County, CO – Pipeline Strip Map



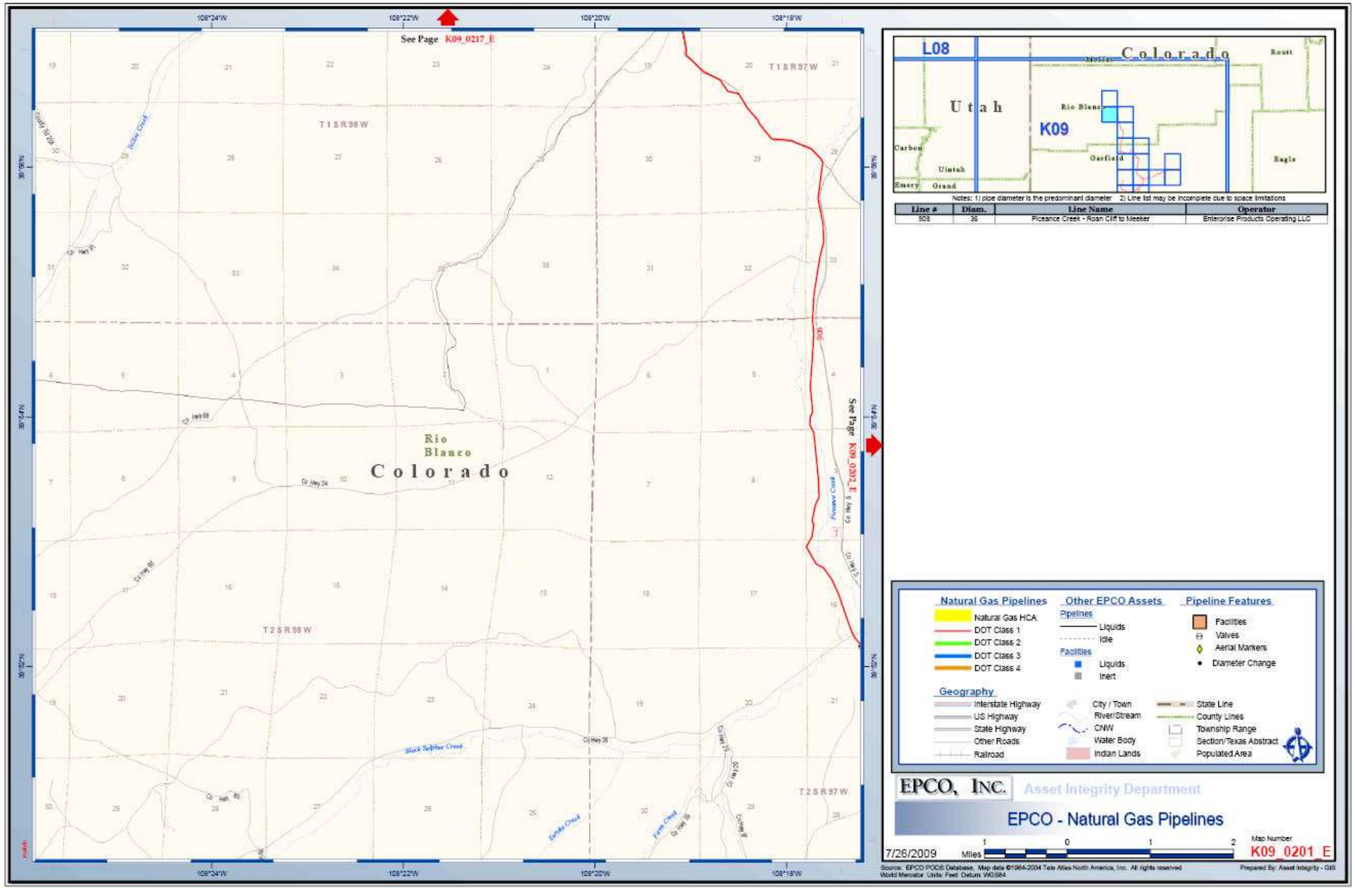
APPENDIX C (cont.) – Mesa County, CO – Pipeline Strip Map



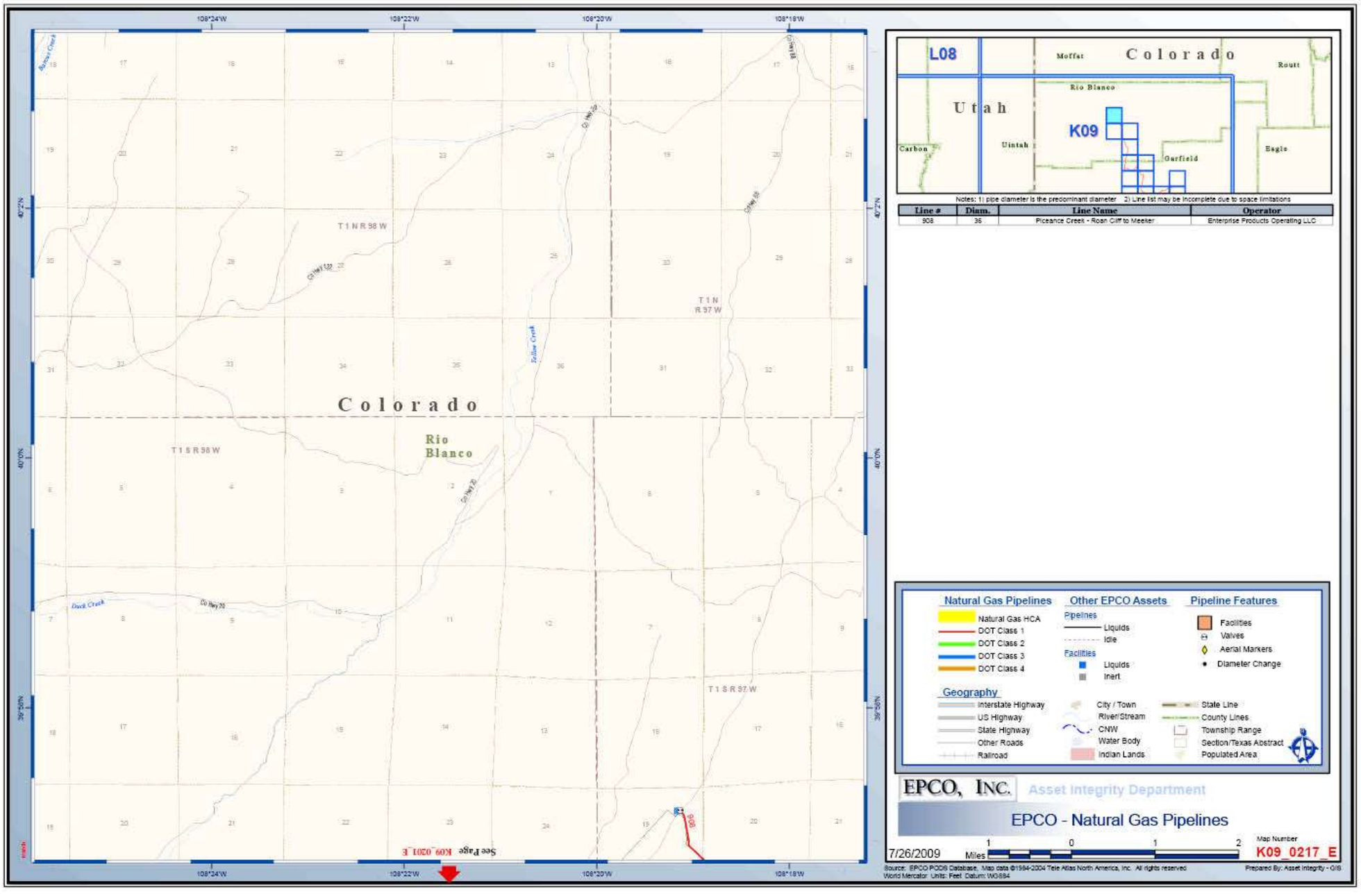
APPENDIX C (cont.) – Rio Blanco County, CO – Pipeline Strip Map



APPENDIX C (cont.) – Rio Blanco County, CO – Pipeline Strip Map



APPENDIX C (cont.) – Rio Blanco County, CO – Pipeline Strip Map



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