



Emergency Response & Contingency Plan Southern Global Safety Services, Inc.

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Southern Global Safety Services, Inc. Contingency Plan

I EMERGENCY REPORTING

Check to be sure nothing is spilled or leaking. If it is, assess the situation and the threat to human health and the environment. In the event of a minor leak that poses no threat to human health or environment, take appropriate steps to control the leak. If there is a spill which requires State or Federal notification, Southern Global Safety Services, Inc. drivers will immediately report the incident to Southern Global Safety Services, Inc., emergency coordinators who will contact the applicable emergency response authorities. If the emergency is of such magnitude as to threaten human health and or environment, Southern Global Safety Services, Inc., drivers will report the incident directly to the emergency response authorities and then contact Southern Global Safety Services, Inc., emergency coordinators.

A Emergency Contacts

Drivers will call or direct notification to:

Southern Global Safety Services, Inc., - Houston Office (281) 331-3667

After Hours Contact:

Randy Hall	Home	(281)331-3820
	Mobile	(281)455-1918
Paul LeBlanc	Home	(713)943-7625
	Mobile	(713)478-6925
Bob Cook	Office	(731)689-3766
	Mobile	(281)455-0016

B Emergency Response Contractors

Southern Global Safety Services Inc. 281-331-3667

C Incident Reporting Requirements

Provide the following information about the incident when reporting it to Southern Global Safety Services, Inc., emergency coordinators or emergency response authorities.

1. Name of person reporting the incident,
2. Phone number where reporting person can be contacted,

3. Date, time and location of spill;
4. Volume of spill and source,
5. Brief description of the incident (i.e., spill, fire or other emergency),
6. Extent of injury (if any),
7. Type of vehicle involved (i.e., roll-off tank, van, etc);
8. License number of transport vehicle and state permit number (if any),
9. Weather conditions at spill site;
10. Extent of any contamination to land, water, or air (if known)

D Manifest Reporting Requirements

Report the following information from the manifest.

1. The shipping name, hazard class and UN/NA number for the waste spilled.
2. The Name and Identification number of generator of the waste.
3. The shipping name, hazard class, and UN/NA number of any other material carried on same vehicle.

NOTE: Southern Global Safety Services, Inc. drivers have been instructed not to leave the vehicle to make such notifications (i.e., “B” and “C” above) unless there is no danger to the general public, unless the vehicle is under guard by a responsible, trained, individual. If necessary, they are to have a responsible individual make such notification while they remain with the vehicle.

E Guidelines for Reporting

1. Generators - Southwest Southern Global Safety Services, Inc., Inc. will notify the generator whenever there has been a release or incident, which involves their hazardous waste. This will be done for any amount of acute or non-acutely hazardous waste.
2. The National Response Center and Department of Transportation will be contacted if any of the following occur:
 - 2.1 As a result of hazardous material / waste, someone is killed or receives injuries requiring hospitalization.
 - 2.2 Estimated property damage exceeds \$50,000 00.
 - 2.3 An evacuation of the general public occurs lasting one hour or more.
 - 2.4 One or more major transportation arteries or facilities are closed or shut down for one hour or more.
 - 2.5 The incident presents a continuing danger to human health or the environment.

2.6 A reportable quantity (RQ) of hazardous material/waste is released.

3. In case the truck driver cannot reach the Southern Global Safety Services, Inc. office by phone, the driver should immediately contact the local police and fire departments.

F Written Report Requirements

The following written reports, will be prepared by the Emergency Coordinator, after the incident:

1. Southern Global Safety Services, Inc. shall report in writing, in duplicate, on DOT form F5800. 1 to the Department within 30 days of the date of discovery, each incident that occurs during the course of transportation (including loading, unloading, and temporary storage) in which any circumstances set forth in Section D occurs.

2. If any quantity of hazardous waste is released include the following with the 5800.1 Form:

- a. A copy of the hazardous waste manifest.
- b. An estimate of the quantity of waste removed from the scene, the name and address of the facility to which it was taken, and the manner of disposition of any removed waste must be entered in Section IX.
- c. A copy of the report shall be retained for a period of two years.
- d. Forward forms 5800. 1 to the following upon completion.

**Information Systems Manager
DHM-63
Research and Special Programs
Administration
Department of Transportation
Washington, D.C. 20590**

- e. State environmental agencies are sent copies of the DOT written report, with any required by the state. See attached Notification Listing information and addresses
- f. OSHA must be informed if anyone is killed or if five or more people are injured as to require medical care.
- g. Contact Southern Global Safety Services, Inc. for required internal reports.

II. RESPONSE ACTIONS:

A Fire and Explosion (Fire and explosion will be discussed together due to their close relationship)

1. Personnel at the scene immediately clear the area and summon the fire department regardless of how small the fire or explosion appears to be.
2. Southern Global Safety Services, Inc. emergency coordinators should be informed immediately
3. If the fire or explosion, or any subsequent release of hazardous materials could threaten human health or the environment, notify local authorities and help them determine whether surrounding areas should be evacuated.
4. ONLY if a fire is small and well contained will personnel, wearing protective clothing, attempt suppression with hand extinguishers.
5. Personnel will assist fire fighters with information, (i e, nature of materials and associated hazards). Follow the fire suppression suggestions in the Emergency Response Guidebook. Only under the direction of the fire department will personnel become involved in fire suppression.
6. Run-off of water or released wastes must be controlled (as for any other discharge) by use of dikes, berms, or absorbents. All storm drains, sewers, streams, or surface water must be protected, if at all possible these activities should be concurrent with fire suppression activities
7. When the immediate problem of fire or explosion is controlled, clean up and decontamination activities will be conducted as for a discharge.

B Personnel Protection

As dictated by the actual hazards present, the following precautions may be taken:

1. Response personnel, don appropriate protective clothing.
2. Absorbents or impervious material such as plastic sheeting is spread under the vehicle to prevent or minimize ground contamination.
3. Isolation of leaking containers from uninvolved personnel and other chemical containers.
4. If ignitable materials are involved, fire extinguishers should be kept at the scene and the fire department notified that they may be needed.
5. Cordoning off the work area via ropes and / or warning signs.
6. Prevent smoking, sparks, and open flames in the vicinity of flammable or combustible materials.

C Evacuation Guidelines

If the incident could threaten human health or the environment notify local authorities and help them determine whether surrounding areas should be evacuated. Notify emergency coordinator so that the National Response Center or other agencies may be contacted if necessary.

D Containment Procedures

Containment of discharged material should be accomplished by:

1. Attempt to stop leaks from containers using plugs, bolts, duct tape, or harnesses as appropriate. The container may also be moved so that the leak is uppermost.
2. Diking or berming on firm or impervious surfaces, using vermiculite, Oil Dri, Soil, or Hazorb pillow, taking special care that materials do not escape to storm drains, sewers, streams, or other surface water.
3. Ditching around discharges onto soil using shovels.
4. Contents of leaking containers may be transferred to sound containers, or the damaged container may be overpacked. Small containers can be placed in any larger open head drum. Fifty Five gallon drums may be placed in eighty five gallon Recovery drums. Overpacks may be lined with 6 mil polyethylene liners and void spaces in the overpack filled with vermiculite or transferred into a sound compatible DOT shipping container, using a spark free pump if appropriate.

E Cleanup Guidelines

Cleanup operations may include the following steps:

1. Free standing liquids pumped into suitable containers.
2. Solids, semisolids, absorbents, etc. shoveled or HEPA vacuumed materials should be placed in appropriate containers, and properly disposed.
3. Residual materials on the ground may be removed by digging up contaminated soil.

F Decontamination Guidelines

1. Emergency coordinators will determine the extent of any potential pollution by sampling and analysis of soil, water, vegetation, etc. The sampling necessity may be determined by the nature of the incident, quantities involved, types of surface exposed, and hazards associated with materials, including factors such as toxicity and environmental persistence
2. All disposable contaminated items such as gloves, clothing, respirators, and hand tools are placed in appropriated shipping containers

3. Non-disposable equipment is decontaminated using appropriate solvents and techniques, and debris from this decontamination placed in appropriate containers

G Spills Into Waterways - Streams. Rivers. Lakes. Ponds. etc.

1. Determine quantity of material spilled and relative size of area impacted by the spill.
2. Depending on the amount of material spilled and impacted area, decisions will have to be made regarding the following actions:
 - 2.1 Immediately determine users of the waterway.
 - 2.2 If used for drinking water, contact local users, municipal suppliers and applicable regulatory agencies and confirm conditions of possible contamination. Confirm conditions with these agencies as actual analytical data becomes available.
 - 2.3 Close access to the area from public and/or livestock contact.
3. Initiate monitoring program to determine environmental impact:
 - 3.1 Sampling / analysis.
 - 3.2 Physical inspection.
 - 3.3 In small streams, collect water samples for analysis upstream, at, and below the spill site.
4. Evaluate spill situation for control and decontamination.
 - 4.1 Isolation of the spill
 - 4.2 In small streams underflow or overflow dams may be constructed to isolate the spill. Temporary dams constructed above or below the spill with an alternate channel up pump and hose system to bypass water around the spill area.
5. Collect contaminated liquid in storage vessels (6 mil poly bags, drums, etc) label container contents.
6. Obtain permits and/or approval from applicable state regulatory agencies to transport material for disposal.

H Vehicle Inspection

Contaminated vehicles or area is checked for any damage, which may have been caused by the leak, such as corrosion.

I Transport / Disposal Requirements

All containers are manifested, sealed, and labeled per state, EPA and DOT guidelines and transported to a T/S/D facility for disposal.

J Report Filing Requirements

Southern Global Safety Services, Inc., emergency coordinator files any required notifications or reports.

K Medical Evaluation Requirements

Medical evaluations of responding personnel, will be performed as dictated by the incident and materials involved.

III SAFETY EQUIPMENT:

The following safety equipment will be furnished to each driver/unit which transports special/waste. This equipment is located in the cab of the tractor.

- a. First aid kit (includes eye wash chemical)
- b. Emergency tool kit
- c. Fire Extinguisher (ABC dry chemical)***
- d. Disposable suits, gloves, boots
- e. Hard hats
- f. Eye Protection
- g. Sealant
- h. Driver's Pocket guide to Hazardous Materials
- i. Labels and Placards
- j. Assorted frill or half face respirators and filters
- k. S.C Department of Health and Environmental Control Contingency Plan
- l. Emergency Response Guide - Contingency Plan
- m. US DOT Emergency Response Guidebook for Hazardous Materials (1990)

***Note: Each power unit must be equipped with a fire extinguisher having a UL (Underwriters' Laboratories) rating of 1 O.BC.

IV. EMERGENCY / SPILL EQUIPMENT

The following equipment will be furnished to each driver/unit, which transports special waste materials. This equipment is located in the cab and/or hauling unit.

- a. One set of 3 bi-directional reflective triangles
- b. Spare Fuses
- c. Six mil plastic liners and or containment materials
- d. Shovels, wheelbarrows and clean up tools.
- e. Spark Resistant Flashlight
- f. Warning signs
- g. Demarcation tape
- h. Mobil communication

Note: Equipment listed in Item III - Safety Equipment is also used during an emergency/spill.

V EMERGENCY EQUIPMENT

In the event of an incident, which cannot be handled with supplies on the vehicle, Southern Global Safety Services, Inc. can respond with additional equipment and trained personnel.

Emergency equipment is maintained and decontaminated as necessary. Expendable items such as protective clothing are stocked in adequate quantities. When contaminated by use, such items are placed in proper shipping containers and disposed of with any recovered spill debris. Non-expendable equipment, such as fire extinguisher, breathing apparatus, etc. is maintained per manufacturer's instructions. If these items become contaminated, they will be decontaminated. Those items that cannot be decontaminated will be disposed.

If a vehicle becomes contaminated, it will be wet wiped and/or HEPA vacuumed. If decontamination of the floorboards is not possible in this manner, floorboards will be removed and replaced. This assures that the condition of the vehicle with regards to contamination is known and provides the required degree of worker safety.

END OF PROGRAM