

**STATE OF ALASKA
DEPARTMENT OF ENVIRONMENTAL CONSERVATION**

**DRAFT
WASTEWATER DISPOSAL PERMIT**

4/17/07

Authorized facilities:	The Pothole, Shakan Bay, and East Dry Pass Log Storage Facilities
Permit Number:	2007-DB-0008
Effective Date: Expiration Date:	December 31, 2008
Issued to:	Boyer Towing, Inc. P.O. Box 8000 Ketchikan, AK 99901
1. Waterbody name: Location: Next waterbody: Lat/Long:	The Pothole Woewodski Island Wrangell Narrows N56-32-30, W132-59-10
2. Waterbody name: Location: Next waterbody: Lat-Long:	Shakan Bay Prince of Wales Island Sumner Strait N56-8-35, W133-27-40
3. Waterbody name: Location: Next waterbody: Lat-Long:	East Dry Pass Prince of Wales Island Shakan Bay N56-9-10, W133-21-0

This Wastewater Disposal Permit authorizes Boyer Towing, Inc., to discharge bark and wood debris associated with in-water log storage into marine waters, in accordance with the terms and conditions set forth herein, within the project areas at log storage facilities in three locations: The Pothole, Shakan Bay, and East Dry Pass. This permit does not authorize discharge of bark and wood debris outside the project areas, and does not authorize discharge of any other pollutants. This permit is issued in accordance with AS 46.03 and 18 AAC 15. This permit may be terminated or modified in accordance with AS 46.03.120.

A copy of this permit must be kept at the office responsible for log storage in the three locations, available for public inspection.

This permit is effective on _____, 2007.

This permit and the authorization to discharge expire at midnight, December 31, 2008.

Signed this ____ day of _____ 2007.

Jim Rypkema
Program Manager
Non-Point Source Water Pollution Control

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TERMS AND CONDITIONS

1. PROJECT DESCRIPTION AND PROJECT AREAS

Boyer Towing, Inc. intends to use tugboats to tow log rafts from the Tonka **Log Transfer Facility (LTF)** on the east side of Kupreanof Island in Wrangell Narrows, 18 miles south of the City of Petersburg, Alaska, to the Viking Lumber Company sawmill located at Klawock, Alaska. The activity requires shuttling the towed rafts one at a time through Wrangell Narrows and two at a time through Dry Pass. This in turn requires a short-term **Log Storage Facility (LSF)** at the south end of Wrangell Narrows and at each end of Dry Pass to temporarily store log rafts during the shuttle operations. The three LSFs authorized by this permit for bark discharge and accumulation from in-transit log storage are The Pothole LSF, the East Dry Pass LSF, and the Shakan Bay LSF. The Tonka LTF where the log rafts originate presently is permitted for bark discharge and accumulation from log transfer and log raft make-up through an ADEC LTF general permit authorization issued to the U.S. Forest Service. (See Figures 1, 2, and 3.)

During the timber harvest season, a log tow will take place approximately once every two weeks on the “lower high tide” cycle. Four or six log rafts are constructed at the Tonka LTF to make up a “tow.” A tug boat tows one log raft at a time from the LTF south through lower Wrangell Narrows to The Pothole LSF, where the log rafts are moored and held in place by two anchored buoys. A log raft normally is towed on each of the two daily high tides, requiring two or three days to complete a shuttle operation.

When all four or six log rafts are collected at The Pothole, the tug pulls the tow south to the eastern head of Shakan Bay, where the log rafts are moored on a single anchored buoy at the Shakan Bay LSF. Rafts then are shuttled through Dry Pass two at a time to the East Dry Pass LSF, where the rafts again are moored on a single anchored buoy. When the four or six log rafts are collected at the East Dry Pass moorage, the tug pulls the tow south to the Viking Sawmill at Klawock.

A standard log raft is roughly 66 wide and 500 feet long. A four-raft tow is roughly 132 feet wide and 1000 feet long. A six-raft tow is roughly 198 feet wide and 1000 feet long.

The project area authorized for bark discharge and accumulation by this permit at The Pothole LSF is 400 feet by 1000 feet. The project area subject to this permit at the Shakan Bay LSF is a circle with 500-foot radius. The project area subject to this permit at the East Dry Pass LSF also is a circle with 500-foot radius. (See Figures 4, 5, and 6.)

The project area includes the surface of the water, the water column beneath the surface area, and the underlying ocean bottom within the area.

2. AUTHORIZED DISCHARGES

This permit authorizes the marine discharge of bark and wood debris within the project area and accumulation on the ocean bottom associated with in-water log storage at each of the three LSFs described, in accordance with the conditions set forth herein. The discharge and accumulation of bark and wood debris outside the project area is not authorized under this permit. The discharge of pollutants other than bark and wood debris is not authorized under this permit. There shall be no discharge of hydrocarbons, oil, and grease that causes a film, sheen, or discoloration on the surface or floor of the water or adjoining shorelines. Except as authorized by the Zone of Deposit in Section 6, discharges may not cause exceedance of the Alaska Water Quality Standards, 18 AAC Section 70.

3. LOG VOLUME LIMITATION

The permittee proposes to store, at each of the three LSFs, a maximum volume of 13 million board feet of logs in 2007 and a maximum volume of 3 million board feet in 2008. The total volume of logs stored at each of the three LSFs together during the life of this permit may not exceed 16 million board feet by more than 10 percent, or a total of 17.6 million board feet.

4. OPERATING PERIOD

This permit is in effect from _____, 2007 through December 31, 2008. Log storage at each of the three LSFs may take place at any time during this period.

5. OPERATING PRACTICES

The following operating practices pertain to logs in storage at the three LSFs.

- 5.1. Logs must be stored within the project area at each LSF.
- 5.2. Logs must remain in bundles while stored in the water. No in-water bundling, unbundling, or sorting of logs may occur at an LSF.
- 5.3. Logs must remain floating at all times and may not rest on or touch the bottom or shoreline.
- 5.4. The permittee shall employ all reasonable operating practices to avoid the discharge of bark and wood debris.
- 5.5. No in-water disposal of limbs and other debris from logs may occur, except as authorized in this permit.
- 5.6. Solid waste other than bark and wood debris authorized by this permit may not be deposited in marine waters. Solid waste includes cables, metal bands, wire, equipment, machinery, tools, fittings, containers, parts thereof, refuse, and other materials or debris.

5.7. Vessels and equipment used in log storage must be operated to prevent the discharge of petroleum and lubricating products into marine waters.

6. ZONES OF DEPOSIT

This permit authorizes a Zone of Deposit for the accumulation of bark and wood debris on the ocean bottom within the project area at each of the three LSFs, in accordance with the Alaska Water Quality Standards, 18 AAC 70.210. A Zone of Deposit may include continuous coverage, discontinuous coverage, and trace coverage by bark and wood debris. Within the Zone of Deposit at each LSF, continuous coverage of the ocean bottom by bark and wood debris may not exceed 0.5 acre in area and 10 centimeters in thickness.

“Continuous coverage” means coverage of 100 percent of the ocean bottom. “Discontinuous coverage” means coverage of 10 percent or more, but less than 100 percent, of the ocean bottom. “Trace coverage” means coverage of less than 10 percent of the ocean bottom. Percent coverage typically is estimated within a three-foot square sample plot on the ocean bottom.

7. BARK MONITORING PROGRAM

The permittee shall conduct a dive survey of bark and wood debris on the ocean bottom within the project area at The Pothole within one year of completion of log storage authorized by this permit and shall submit the results in a report to ADEC. The dive survey must determine the boundaries and total area of continuous coverage by bark and wood debris; the boundaries and total area of discontinuous coverage by bark and wood debris; the nature and condition of bark and wood debris on the bottom in those areas; and the nature of substrates underlying and intermixed with the bark and wood debris.

The dive survey must adhere to the following terms, unless otherwise agreed by ADEC.

- a) The dive survey must be conducted by a diver who has experience using ADEC’s standard method for LTF dive surveys. The diver should have CAD/GPS mapping capability, accurate field GPS capability, high-quality photography capability, and ability to identify common benthic macrofauna.
- b) The dive survey must employ four transects. One transect should run down the approximate longitudinal centerline of each of the three long log raft bays, 1000 feet long, parallel to a line joining the two mooring buoys (reference “Proposed Tidelands Permit Area” diagram, May 22, 2006, in Boyer Towing’s September 2006 permit application). A fourth transect should run perpendicular to the first three, across the width of and centered on the log raft area, 1000 feet long.
- c) Sample points must be established at 100-foot intervals along each transect, with mapped GPS locations.
- d) At each sample point, within a three-foot square, the diver shall record the percent bark coverage of the bottom; bark accumulation thickness to the nearest centimeter; nature and condition of the bark or other wood waste present; and nature of substrates; and shall take a clear still digital photograph of the bottom surface in all or a portion of the square, as

conditions allow. The purpose is to provide a good description of the nature and condition of the bark accumulation present on the bottom.

- e) Two landscape photographs must be taken looking over the length of the log storage site, including the mooring buoys (if present), one toward the head of the cove and one toward the mouth of the cove.

The permittee shall submit a dive survey report within 60 days of completion of a dive survey that includes the following information.

- f) Date, location, and time of the survey; name of the firm; name of the individual(s) who performed the survey; and signature of the person responsible for the survey.
- g) Date of completion of the report, and name of the individual(s) who prepared the report.
- h) Description of the dive survey method, site conditions at the time of the dive, anomalies or hazards encountered, and procedures used to assure the accuracy and quality of information produced.
- i) A marine chart-based map showing the shoreline, mooring buoy locations, transects, sample points, and boundaries of continuous and discontinuous cover.
- j) A table of sample point GPS locations.
- k) A table of results by transect and sample point showing percent bark cover, bark accumulation thickness, bark condition, substrate type, and marine life present.
- l) A general narrative description of bark condition, including size of bark fragments; approximate age of bark and degree of decomposition; nature of bottom substrates; and intermixture of bark with bottom sediments.
- m) Calculation and description of the area of continuous coverage (100 percent coverage) and the area of discontinuous coverage (10 percent or greater and less than 100 percent coverage) by bark within the survey area, and description of the method of calculation. An area of continuous or discontinuous coverage must be calculated as the area in acres enclosed by a line connecting the outermost measured points of each continuous or discontinuous coverage area, respectively, on the transect array, or by another method approved by ADEC.
- n) A clear photograph of the bottom at each sample point, and the landscape photographs, both printed in the report and transmitted as *.jpg files on a compact disc, named according to sample point or scene.

8. PETROLEUM DISCHARGE MONITORING AND REPORTING

The permittee shall monitor waters in the project areas and vicinity visually for the presence of petroleum products, including oil sheens, on the water. Regulations of the Department (18 AAC 75.300; see Appendix 3, p. 16) require that a person in charge of a facility or operation shall notify the Department by telephone and in writing of a discharge or release of a hazardous substance other than oil, or a discharge or release of oil to water, or a discharge or release of oil in excess of 55 gallons to land, as soon as the person has knowledge of the incident. A discharge to land in excess of 10 gallons, but 55 gallons or less, must be reported within 48 hours. A discharge of one to 10 gallons of oil solely to land must be reported to the Department monthly.

Spills must be reported to the following State contact.

SE Alaska Oil Spill Response Team:
907-465-5340 (8 a.m. to 5 p.m., Monday through Friday)
800-478-9300 (all other times including holidays)

In addition, all oil spills must be reported to the following federal government contact.

U.S. Coast Guard National Response Center:
800-424-8802 (24 hours per day)

Any observation of petroleum products on the water must be included in the annual report described in Section 10. The Oil and Hazardous Substances Spill Notification form appended to this permit may be used for this purpose.

9. ANNUAL REPORT

The permittee shall submit an annual report for each year of operation by the last day of January of the following year until log storage activity is completed, signed by a principal officer or duly appointed representative, containing the following information.

1. Permit number, LSF names, and permittee name, address, telephone number, and Email address.
2. Total volume of logs stored at each LSF, calendar days of each storage period, and number of log rafts on each occasion.
3. A description of any changes to LSFs and operation of log storage from those described in the permittee's application.
4. A summary of noncompliance with any requirements of this permit, including time periods, reasons for noncompliance, and actions taken to correct the noncompliance and prevent further occurrences. The Noncompliance Notification form appended to this permit may be used to report noncompliance.
5. Oil spills or sheens observed, including the date, name of observer, product type, estimated volume, description of incident, and corrective measures taken.

Knowingly making a false statement, by the permittee, the operator, other employees, or contractors, on any such report may result in the imposition of criminal penalties as provided for under AS 46.03.790.

10. REPORTING ADDRESSES

All required reporting should be sent as electronic documents in Email attachments, to the extent practicable, to the following address, unless the Department designates another Email address:

wqpermit@dec.state.ak.us

Subject: Water Programs / LTF Reporting

Required reporting may be sent as paper documents or standard computer disks, if necessary or desired, to the following address:

Department of Environmental Conservation
Water Programs / LTF Reporting
410 Willoughby Avenue, Suite 303
P.O. Box 111800
Juneau, AK 99801-1800
Telephone: 907-465-5300
FAX: 907-465-5274

11. COMPLIANCE WITH ALASKA ADMINISTRATIVE CODE

A discharge may not cause or contribute to a violation of the Alaska Water Quality Standards (18 AAC 70) or the Wastewater Disposal Regulations (18 AAC 72).

12. PROHIBITION OF DISCHARGE

No treated or untreated wastewater, waste, or material may be discharged to lands or waters of the state unless authorized by the Department.

13. DISCHARGE NONCOMPLIANCE

The discharge of any pollutant or toxic material not authorized in this permit shall constitute noncompliance with the permit.

14. ADVERSE IMPACT

The permittee shall take all necessary precautions and actions to minimize adverse impacts to receiving waters or lands resulting from noncompliance with any condition or limitation specified in this permit, including any additional monitoring needed to determine the nature and impact of the non-complying activity. The permittee shall clean up and restore all areas adversely impacted by the noncompliance.

15. CIVIL AND CRIMINAL LIABILITY

Nothing in this permit shall relieve the permittee from civil or criminal penalties for noncompliance, whether or not such noncompliance is due to factors beyond his control, including, but not limited to, accidents, equipment breakdowns, or labor disputes.

16. ACCESS AND INSPECTION

The permittee shall allow the Commissioner or his or her representative access to the permitted facilities at reasonable times to conduct scheduled or unscheduled inspections or tests to determine compliance with this permit, and with laws and regulations of the State of Alaska.

17. APPLICATION FOR MODIFIED DISCHARGE

Any anticipated facility modification or process modification that will result in a new, different, or increased discharge of pollutants requires submission of a new or revised wastewater disposal permit application at least 120 days before the implementation of such modification.

18. APPLICATION FOR RENEWAL

In accordance with 18 AAC 15.100(d), an application for renewal or amendment of this permit must be made no later than 120 days before the expiration date of the permit or the planned effective date of the amendment.

19. RECORDS RETENTION

The permittee shall retain all records and information required under this permit in Alaska for observation by the Department for five years. Upon request from the Department, the permittee shall submit certified copies of such records. The permittee shall maintain a copy of this permit available to the public at the office responsible for operation of log storage at the three LSFs.

20. INFORMATION ACCESS

Except for information relating to confidential processes or methods of manufacture, all records and reports submitted in accordance with the terms of this permit will be available for public inspection at the State of Alaska Department of Environmental Conservation, Division of Water, 410 Willoughby Avenue, Juneau, Alaska 99801.

21. TRANSFER OF PERMIT

This permit may be transferred to a new permittee. The existing permittee shall notify the Department by certified mail at least 60 days in advance of a specified transfer date. The notice must include a written agreement between the existing and new permittees for the transfer of permit responsibility, coverage, and liability to the new permittee upon the specified date. Transfer of the permit will be effective upon the specified date, only if the Department approves the transfer in writing prior to the specified date.

22. CULTURAL OR PALEONTOLOGICAL RESOURCES

Should cultural or paleontological resources be discovered as a result of activities authorized by this permit, work which would disturb such resources must be stopped, and the State Historic Preservation Office, Division of Parks and Outdoor Recreation, Department of Natural Resources, must be notified immediately (907-269-8721).

23. OTHER LEGAL OBLIGATIONS

The requirements, duties, and obligations set forth in this permit are in addition to any requirements, duties, and obligations contained in any other permit that the Alaska Department of Environmental Conservation or the U.S. Environmental Protection Agency has issued or may issue to the permittee. This permit does not relieve the permittee from the duty to obtain any necessary permits and to comply with the requirements contained in any such permit or with applicable state and federal laws and regulations. All activities conducted by the permittee pursuant to the terms of this permit and all plans implemented by the permittee pursuant to the terms of this permit must comply with all applicable federal and state laws and regulations.

FIGURE 1: LOCATION OF THE POTHOLE, SHAKAN BAY, AND EAST DRY PASS IN SOUTHEAST ALASKA



FIGURE 2: LOCATION OF THE POTHOLE, SHAKAN BAY, AND EAST DRY PASS

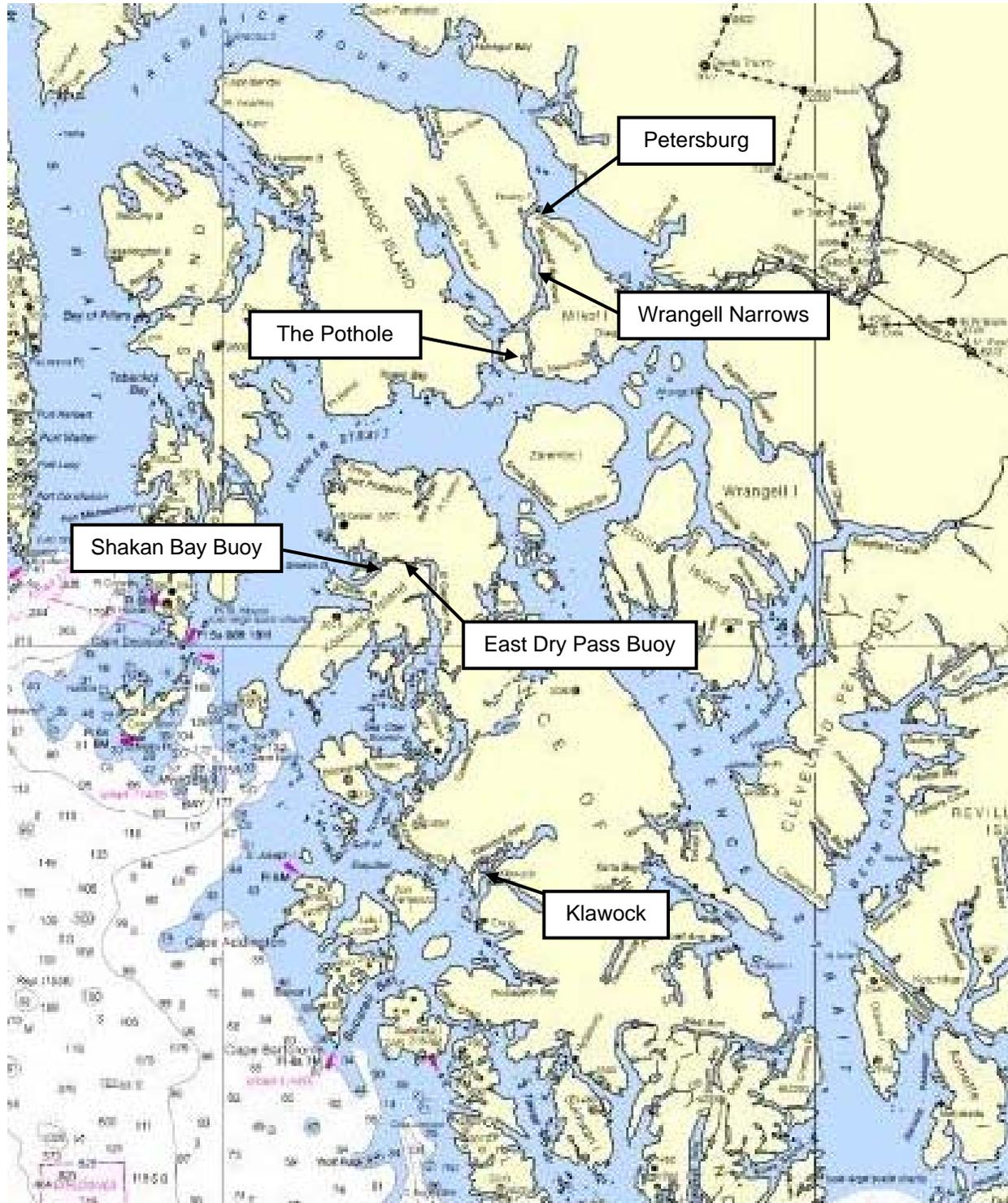


FIGURE 2: LOCATION OF LOG STORAGE FACILITY AT THE POTHOLE

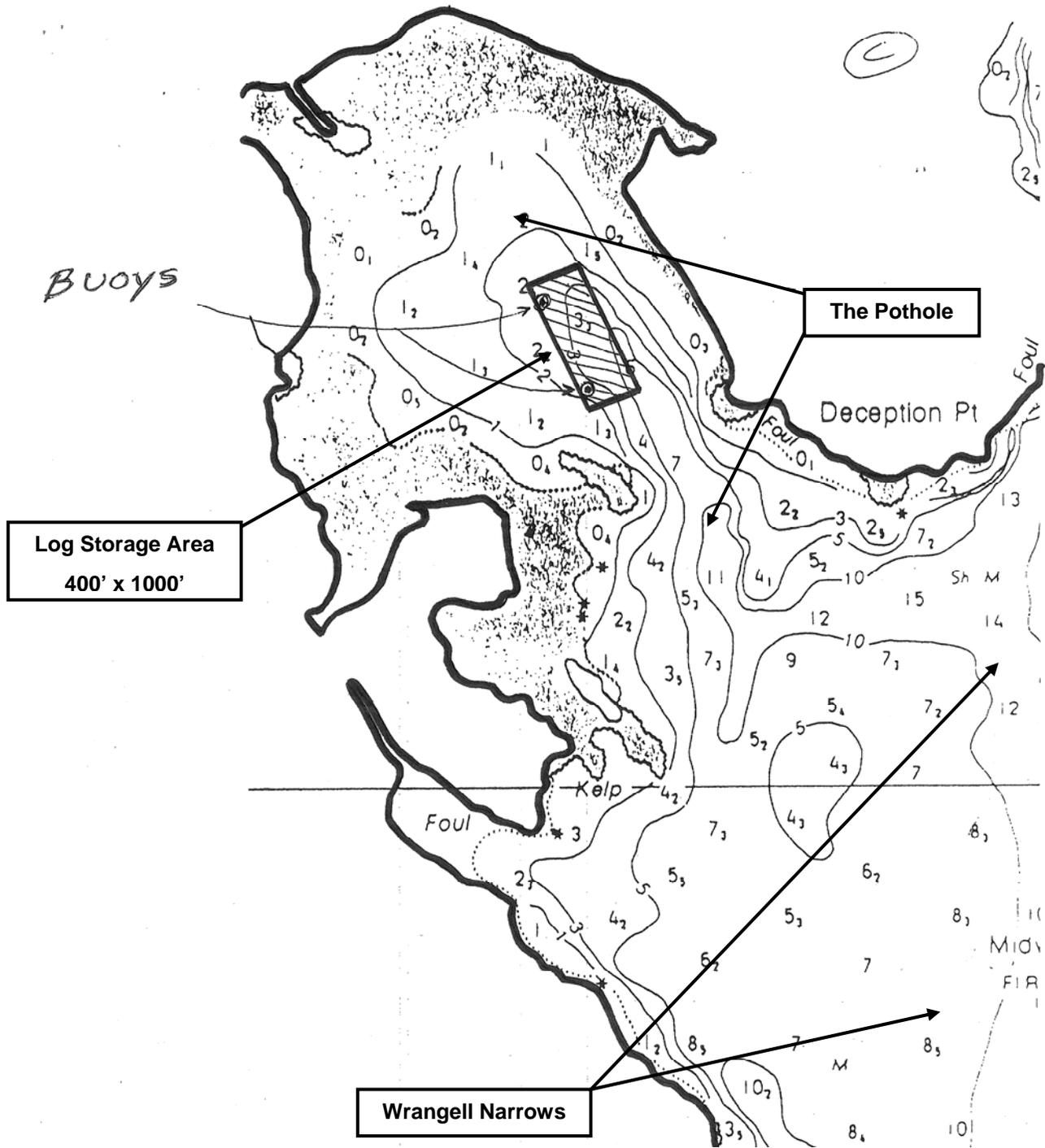
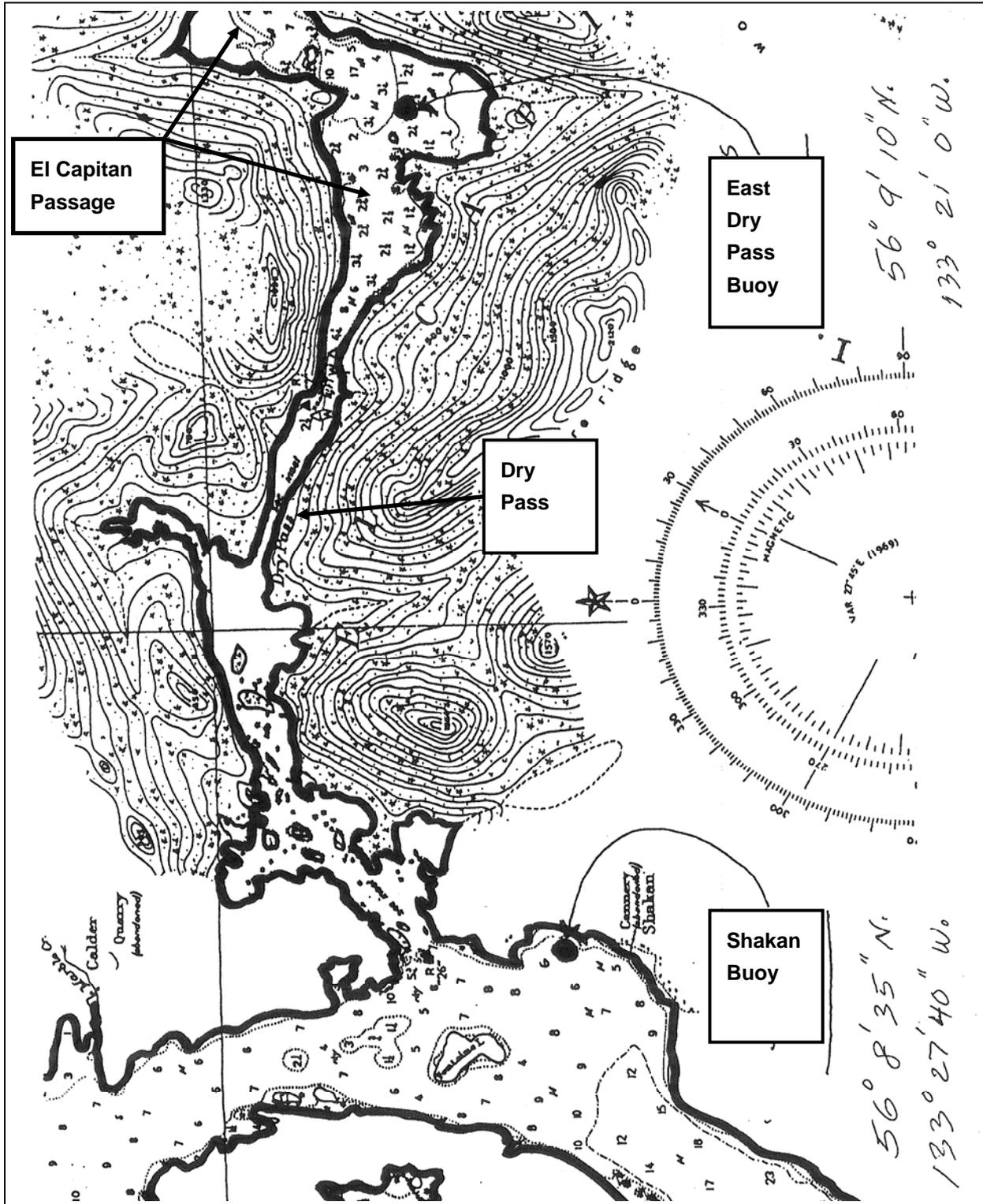


FIGURE 3: LOCATION OF LOG STORAGE FACILITIES AT SHAKAN BAY AND EAST DRY PASS



APPENDIX 1

REGULATIONS, ALASKA ADMINISTRATIVE CODE:

18 AAC 75. Oil and Other Hazardous Substances Pollution Control

18 AAC 75.300. Discharge or release notification; reporting requirements. (a) Subject to (b), (c), and (g) of this section, a person in charge of a facility or operation shall notify the department by telephone, and immediately afterwards send the department a written notice by facsimile, hand delivery, or first class mail, informing the department about a discharge or release of a hazardous substance at or from the facility or operation as follows:

(1) as soon as the person has knowledge of a

(A) discharge or release of a hazardous substance other than oil;

(B) discharge or release of oil to water; or

(C) discharge or release, including a cumulative discharge or release, of oil in excess of 55 gallons solely to land outside an impermeable secondary containment area or structure; and

(2) within 48 hours after the person has knowledge of a discharge or release, including a cumulative discharge, of oil solely to land

(A) in excess of 10 gallons, but 55 gallons or less; or

(B) in excess of 55 gallons, if the discharge or release is the result of the escape or release of oil from its original storage tank, pipeline, or other immediate container into an impermeable secondary containment area or structure.

(b) A person in charge of a facility or operation shall maintain, and provide to the department monthly, a written record of each discharge or release, including a cumulative discharge or release, of one gallon to 10 gallons of oil solely to land.

(c) If a person in charge of a facility or operation has entered into an agreement with the department, as provided under AS 46.03.755(b) or AS 46.09.010(b), for the periodic reporting of a discharge or release of a hazardous substance, the terms of the agreement replace the applicable requirements of this section for the hazardous substance.

(d) After receiving notice of a discharge or release under (a) of this section, and until containment and cleanup are completed, the department will require interim reports as the department considers necessary to ascertain any threat to human health, safety, or welfare, or to the environment.

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(e) Unless the department determines that a written report is not needed for the department to ascertain any threat to human health, safety, or welfare, or to the environment, a written report must be submitted to the department within 15 days after containment and cleanup are completed or, if no cleanup occurs, within 15 days after the discharge or release. The report must be submitted to the department's Anchorage, Fairbanks, or Juneau office, whichever is nearest to the location of the discharge, unless the department specifies otherwise. The report must contain the information specified in (f) of this section.

(f) A report, record, or notification required by this section must contain, as applicable,

- (1) the date and time of the discharge or release;
 - (2) the location of the discharge or release;
 - (3) the name of the facility or operation;
 - (4) the name, mailing address, and telephone number of
 - (A) each responsible person; and
 - (B) the owner and the operator of the facility or operation;
 - (5) the type and amount of each hazardous substance discharged or released;
 - (6) factors that caused or contributed to the discharge or release;
 - (7) a description of any environmental effects of the discharge or release, or the containment and cleanup, to the extent those effects can be identified;
 - (8) a description of the containment or cleanup action taken;
 - (9) the estimated amount of
 - (A) hazardous substance cleaned up; and
 - (B) hazardous waste generated;
 - (10) the date and method of disposal or treatment of the hazardous substance, contaminated equipment, contaminated materials, contaminated soil, and contaminated water;
 - (11) a description of actions being taken to prevent another discharge or release;
- and

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(12) other information that the department requires to fully assess the cause and impact of the discharge or release, including any sampling reports and a description and estimate of any remaining contamination.

(g) Reporting under this section is not required for a discharge or release

(1) that is authorized by a valid permit issued by the department; or

(2) that is excluded from the definition of “release” under AS 46.03.826(9). (Eff. 1/22/99, Register 149; am 1/30/2003, Register 165)

Authority:	AS 46.03.020	AS 46.03.745	AS 46.04.070
	AS 46.03.050	AS 46.03.755	AS 46.09.010
	AS 46.03.710	AS 46.04.020	AS 46.09.020
	AS 46.03.740		



ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION NONCOMPLIANCE NOTIFICATION

GENERAL INFORMATION			PERMIT # (if any):
APPLICANT/COMPANY	FACILITY NAME	FACILITY LOCATION	
PERSON REPORTING	PHONE NUMBER OF PERSON REPORTING	REPORTED HOW? (e.g. by phone)	
DATE/TIME EVENT WAS NOTICED	DATE/TIME REPORTED	NAME OF DEC STAFF CONTACTED	
VERBAL NOTIFICATION MUST BE MADE TO ADEC WITHIN 24 HOURS OF DISCOVERY			
INCIDENT DETAILS (attach additional sheets, lab reports and photos as necessary)			
ESTIMATED QUANTITY INVOLVED (volume or weight)			
CAUSE OF EVENT (be specific)			
PERMIT CONDITION DEVIATION (Identify each permit condition exceeded during the event).			
Parameter (e.g. BOD, pH)	Permit Limit	Exceedance (sample result)	Sample date
CORRECTIVE ACTIONS Attach a description of corrective actions taken to restore the system to normal operation and to minimize or eliminate chances of recurrence.			
ENVIRONMENTAL DAMAGE. <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN (If yes, provide details below).			
ACTUAL/POTENTIAL IMPACT ON ENVIRONMENT/PUBLIC HEALTH (describe in detail)			
ACTIONS TAKEN TO REDUCE OR ELIMINATE ACTUAL/POTENTIAL IMPACT ON ENVIRONMENT/PUBLIC HEALTH [(describe in detail) (e.g. Supplied drinking water to nearby well owners and informed well owners not to drink from wells until further notice)].			
COMMENTS			
Based on information and belief formed after reasonable inquiry, I certify that the statements and information in and attached to this document are true, accurate, and complete.			
NAME: _____		SIGNATURE: _____	DATE: _____
FORMS MUST BE SENT TO DEC WITHIN 7 DAYS OF THE EVENT.			



ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION OIL & HAZARDOUS SUBSTANCES SPILL NOTIFICATION

ADEC SPILL # 034-11-99- ____ - ____		ADEC FILE #		ADEC LC					
PERSON REPORTING		PHONE NUMBER		REPORTED HOW? Troopers phone fax					
DATE/ TIME OF SPILL		DATE/TIME DISCOVERED		DATE/TIME REPORTED					
LOCATION/ADDRESS		LAT.		**SUBSTANCE TYPE					
		LONG.		A) CR EHS HS NC PW UNK B) CR EHS HS NC PW UNK					
QUANTITY SPILLED <input type="checkbox"/> gallons <input type="checkbox"/> pounds		QUANTITY CONTAINED <input type="checkbox"/> gallons <input type="checkbox"/> pounds		QUANTITY RECOVERED <input type="checkbox"/> gallons <input type="checkbox"/> pounds					
POTENTIAL RESPONSIBLE PARTY C-Plan Holder? YES <input type="checkbox"/> NO <input type="checkbox"/>		**FACILITY TYPE							
**SOURCE OF SPILL					<input type="checkbox"/> 400 GT Vessel?				
**CAUSE OF SPILL (List Primary Cause first)					<input type="checkbox"/> Accident <input type="checkbox"/> Human Factors <input type="checkbox"/> Structural/Mechanical <input type="checkbox"/> Other				
**CLEANUP ACTIONS									
**DISPOSAL METHODS AND LOCATION									
RESOURCES AFFECTED/THREATENED (Water sources, wildlife, wells. etc.)				AIR	LAND	MARINE	FRESH	SURF. AREA AFFECTED	SURF. TYPE
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
COMMENTS:									

DEC USE ONLY

SPILL NAME, IF ANY			NAMES OF DEC STAFF RESPONDING			C-PLAN MGR NOTIFIED YES <input type="checkbox"/> NO <input type="checkbox"/> _____		
DEC RESPONSE <input type="checkbox"/> phone follow-up <input type="checkbox"/> field visit <input type="checkbox"/> took report			CASELOAD CODE <input type="checkbox"/> First and Final <input type="checkbox"/> Open/No LC <input type="checkbox"/> LC assigned			CLEANUP CLOSURE ACTION <input type="checkbox"/> NFA <input type="checkbox"/> Monitoring <input type="checkbox"/> Transferred to CS or STP		
STATUS OF CASE (circle) OPEN CLOSED			DATE CASE CLOSED _____					
COMMENTS:								
REPORT PREPARED BY						DATE		