



## Interim Spill Prevention Response Plan Guidance for ASTs

### Overview of the Spill Prevention Response Plan Requirement

The West Virginia Department of Environmental Protection (WVDEP) has developed this interim guidance document as an aid to help the regulated community comply with the Aboveground Storage Tank Act's requirements for submittal of **Spill Prevention Response Plan** pursuant to W. Va. Code § 22-30-9. Subsequent Spill Prevention Response Plans will be required to comply fully with legislative rules promulgated by the Secretary.

Each owner or operator of an aboveground storage tank shall submit a Spill Prevention Response Plan to the WVDEP for review and approval on or before **December 3, 2014**. The plan must be re-submitted every three years, at a minimum. Note that a plan must be re-submitted if:

- Substantial modifications to ASTs or increase in potential for fires, explosions or release.
- Substantial modification in emergency equipment
- Substantial changes in emergency response protocol
- The plan fails in an emergency
- Removal or addition of ASTs
- A request from the DEP

The Plan must be site specific, developed in consultation with the Bureau of Public Health, county and municipal emergency management agencies and shall provide information for all Aboveground Storage Tanks (ASTs) requiring registration under the Act.

If the Plan is rejected, the Secretary will require modification as may be necessary and reasonable to protect public health.

The owner and operator of the aboveground storage tank shall submit a revised plan to the secretary for approval within thirty (30) days of receipt of notification of rejection by the Secretary.



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### The Spill Prevention Response Plan Must Address All of the Following Elements:

**1. Fully Identify and Describe the Activities and Processes that Occur at the Site.**

**2. Identify Applicable Hazard and Process Information Including the Following:**

- A list (name and Chemical Abstract Service number) of all types of fluids stored in ASTs
- Amount of fluids stored in each AST (provide maximum capacity and average storage volumes)
- Name and amounts of wastes generated that are stored in ASTs

**3. Material Safety Data Sheets (MSDS) for Each Fluid Stored in ASTs at the Location.**

- The MSDS must include the health hazard number identified by the national Fire Protection Association

**4. Provide Site Maps/Drawings of the Aboveground Storage Tank Facility, to Include the Following Information:**

- Show site boundary, abutting properties, nearby streets and/or waterways
- Identify and locate major on-site structures, including all ASTs and buildings
- Identify and locate all drainage pipes and water outlets
- Identify and locate all monitoring and/or observation wells
- Show legend, north arrow, and scale (preferably 1"=10' to 1"=25')



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### 5. Provide a Preventive Maintenance Program Detailing the Following:

- Leak detection monitoring
- Inspection procedures
- Identification of AST System stress points
- Employee training programs
- Corrosion protection and monitoring
- Security Systems
- Spill prevention measures

### 6. Emergency Response Information:

- Identify all facility staff to include name and title with duties and responsibilities for developing, implementing, and maintaining the facilities Spill Prevention Response Plan
- Provide detail description of the chain of command at the aboveground storage tank facility
- Contact information for all facility emergency coordinators
- Contact information for all known emergency response contractors.
- Detail the specific response that the facility and contract emergency personnel shall take upon the occurrence of any release of fluids from an AST at the facility
- Provide contact information for the person or persons to be notified in the event of a release from an aboveground storage tank. At a minimum this list should include contact information for the following:
  - County and municipal emergency management agencies
  - The nearest downstream public water supply (*this information will be provided to the tank owner by WVDEP when their AST registration is approved, for inclusion in this plan*)
  - WVDEP Spill line (1.800.642.3074)