

Maryland Port Administration

Oil Spill/Incident Response Procedure

Marine Terminals

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Purpose: The purpose of the Oil Spill/Incident Response Procedure is to ensure a uniform, orderly response to an oil spill/incident.

Responsible Party: In all instances, the responsible party will be determined to be the party that has care, custody, and control of the cargo or equipment at the time of the spill/incident.

The term *responsible party* (RP) means the party required to perform containment and clean-up activities, to take steps to prevent entry of spill/incident material into waters of Maryland, to make appropriate notifications to regulatory bodies, and to be accountable for all costs associated with these activities.

Responsibilities:

Office of Environment, Safety, & Sustainability (OESS)

- Offer assistance and direction to Maryland Port Administration (MPA) Operations and Maintenance.
- Interact with responding agencies.
- Revise and update procedures.
- Provide awareness training for oil spill/incident response.
- Coordinate cleanup procedures when: oil spill/incident is MPA's responsibility, RP unknown, or limited resources to RP
- Notify and report the incident to the Maryland Department of the Environment (MDE), National Response Center (NRC), United States Coast Guard (USCG), and "oil spill/incident response" vendor.
- If an Incident Command (IC) command/communications post (CP) is established, provide a liaison as needed.
- Determine whether the MPA Emergency Coordination Group (ECG) should be activated.
- When necessary, report incident to appropriate regulatory agencies.
- Complete Oil/HAZMAT Spill/Incident Report Form, if necessary.
- Complete and submit the appropriate MDE/USCG spill forms if MPA is the RP.
- When necessary, report the incident to MDOT TSO Emergency Management.

MPA Operations

- Make appropriate calls, as per the call procedures.
- Maintain contact with personnel from OESS, maintenance, and fleet.
- Interact with RP, such as tenant, vendors, trucker, etc.
- Be available to MPA communications for updates.
- Have available other MPA emergency procedures (Emergency Preparedness Plans).
- If an IC CP is established, provide liaison as needed.
- Provide support to MPA ECG if activated.

- Complete Oil/HAZMAT spill/incident Report Form.

MPA Communications

- Report to scene or CP, if necessary.
- Establish a communications post either onsite or offsite.
- Prepare and provide updates to media.
- Provide support to MPA ECG if activated.

Maryland Transportation Authority (MDTA) Police

- Secure area.
- Investigate incident to determine RP.
- Follow MDTA SOP.
- Advise RP of responsibility to report Spill/Incident to National Response Center, the USCG, and/or MDE.
- Provide support to MPA ECG if activated.

MPA Maintenance

- If required, respond to the scene and remain in contact with Duty Operations Person.
- Minimize any potential for oil entering the waterways.
- If necessary, clean up the spill and dispose of spent material.
- Wear appropriate personal protective equipment (PPE).
- Maintain a record of actions taken.
- Provide support to MPA ECG if activated.

MPA Security

- If necessary, coordinate actions of security.
- Respond to the scene, if appropriate.
- Provide support to MPA ECG if activated.

Basic Procedures:

1. An oil spill/incident is observed or reported.
2. Try to determine the RP, the amount of the oil spill/incident and if any has entered the waterways, and if the RP is taking proper actions to mitigate the spill/incident. Be specific with the location.
3. Immediately contact MDTA Police, 410-537-7911, who will in turn contact the MPA Duty Operations Person by radio or phone, 410-633-1077.
4. MPA Duty Operations Person will inquire as to the specifics of the spill/incident and follow internal call procedures for an oil spill/incident.
 - **For oil spills**, MPA Duty Operations will call OESS Manager, Environmental and/or Senior Environmental Specialist.
5. MDTA Police Officer responds to the scene and assumes control of the incident.
6. The MDTA Police Officer or MPA will direct the RP to call the National Response Center at 1-800-424-8802, the MD branch of the U.S. Coast Guard at 410-576-2693 or 410-576-2525, and/or the MDE at 1-866-633-4686 and will verify that the RP made the call.

7. If RP is not known or cannot respond or MPA is the RP, MPA maintenance will take emergency actions to prevent any oil from entering the waterways, either directly or through the storm drain. This may include the use of Speedi-Dry and/or absorbents and building a dike around the storm drain. MPA maintenance may also complete the clean-up if no RP can be determined. OESS will contact, or will direct the MPA Duty Operations Person to contact, the National Response Center, the USCG, and/or the MDE.

Maryland Port Administration & Maryland Transportation Authority Police
 Notification to Responsible Party for HAZMAT or Oil Spill/Incident

Please be advised that the **RP must immediately report any oil or HAZMAT spill/incident, regardless of the amount or actual entry into the waterways, to MDE.**

Depending upon the amount and entry into waterways, RP will notify the National Response Center. The RP may also want to report the spill/incident to United States Coast Guard, Sector Maryland – National Capital Region (NCR). Questions that may be asked include location, amount, type, and whether the spill has entered the water.

The Maryland Transportation Authority (MDTA) Police will verify that the proper agencies are notified.

Contact Details:

Name	Federal/State/Local	Phone Number	Role
MDTA Police	State	410-537-7911	Primary emergency number for emergencies on MPA terminals
United State Coast Guard	Federal	410-576-2693 or 410-576-2525	Security, Safety, & Environment – terminals and vessels
National Response Center	Federal	1-800-424-8802	Fields initial response for oil spills, chemical release, or maritime security incidents that may need federal response
Maryland Department of the Environment	State	410-537-3000 1-866-633-4686 (Emergency)	Emergency response and environment regulation
Maryland Department of Transportation, The Secretary Office (MDOT TSO) Emergency Management	State	410-662-2050 410-865-1124 443-517-7593	Chief, Office of Safety, Security and Facilities, TSO Safety/Risk Management Program Lead, TSO Homeland Security Program Manager
MPA Duty Operations	State	410-633-1077	Provides 24/7 support for incidents involving MPA terminals
MPA OESS Oil Spill	State	443-509-9264 443-679-6049	Manager, Environmental Senior Environment Specialist

A list of approved oil/HAZMAT spill/incident response vendors is available from the MPA OESS.