Attachment 3

Oil Spill Response Plan

Attachment 3- Oil Spill Response Plan

Facility personnel who have not received specialized OSHA training in emergency response procedures should not attempt to clean up any hazardous substance spill that is a potential safety or health hazard. Only those spills that have no potential safety or health hazard or those spills that are defined as incidental releases will be responded to by plant personnel.

1. If at all possible, stop the source of the spill immediately. Close the valve, shutdown piping, or take whatever actions are possible to stop any release. If conditions are hazardous (for example, fire or potential explosion) do not approach.

2. The spill shall be reported to the Spill Prevention Control Coordinator, or an Alternate should the Spill Prevention Control Coordinator not be available, as soon as possible. Contact information is found in Part IV-Emergency Contact Information.

3. The Spill Prevention Control Coordinator will assess the emergency type, severity, immediate risks to human health and safety, and potential harm to the environment in order to determine the initial response actions and determine if any personal protective equipment (PPE) is required to be worn when approaching the release.

4. If possible to be performed safely and as directed by the Spill Prevention Control Coordinator, a spill should be immediately contained by using booms, sandbags, digging small trenches or placing absorbent pads. If necessary, wood chips or sawdust can also be used in an effort to confine the spill to the smallest area possible.

5. Weighted drain covers should be placed over open drains if there is a potential for the spilled oil to reach a storm drain.

6. Booms, pads or ditches should be used to block or divert released oil from leaving the facility. Soil can be used to form an earthen berm. Should the release reach a body of water, attempts should be made to place absorbent booms to contain the oil and prevent the release from spreading.

7. The Spill Prevention Control Coordinator shall determine if the spill can be contained using facility personnel and on site spill containment equipment. If necessary, the Spill Prevention Control Coordinator has the authority to contact outside spill response contractors to assist in containing and cleaning up a spill. The phone numbers of outside contractors is found in Part IV- Emergency Contact Information.

8. The Spill Prevention Control Coordinator shall determine if the spill is reportable to local, state or federal authorities. If it is a release that causes a sheen on a receiving water, then the spill is reportable under 40 CFR 110.

9. Any reclaimed oil, used absorbent materials, or contaminated equipment should be collected and disposed of in accordance with local regulations.

END

Attachment 4

Inspection Form

*Inspection completed forms kept in master binder.

MONTHLY INSPECTION FORM

for the

Island Fuel- Tisbury, MA Facility

Date of Inspection: _____

Name of Inspector: _____

	Action Required? yes	no
Bulk Storage Tank		
1. Overall condition, signs of damage, leaks or rust.		
2. Vent piping clear of obstructions.		
3. Access stairs safe and secure. (N/A)		
4. Any sign of an overflow occurring.		
5. Bolting at flanged nozzles tight with no weeps.		
6. Level monitoring system in operation and accurate.		
7. Verify level with mechanical gauge.		
Containment Dike		
8. Dike and collection sump are free from oil and debris.		
9. Concrete dike is free from major stress cracks.		
10. Access into the dike is safe and secure.		
11. Does the sump need to be manually drained.		
12. Piping, valves, pump connections tight with no weeps		
Loading/Unloading Area		
13. Piping and loading arms tight with no weeps.		
14. Catch basins free from oil and debris.		
15. Pumps, strainers and meters in good condition.		
16. Does the containment sump need to be mainually drained.		
Fuel Oil/Diesel Dispensing Area		
17. Is the concrete pad free from oil and debris		
18. Scully system in operating condition.		
19. All hose and piping connections tight with no weeps.		
General Facility		
20. Video monitoring system in operating condition.		
21. Facility lighting in operating condition.		
22. Fire extinquishers in place and properly tagged.		
23. Spill response equipment in place and readily available		

Any item that requires action should be fully described on a separate page and attached to the Inspection Form. Description should include the nature of the problem, the necessary action to be taken, and the date the problem is resolved.

Attachment 5

Training Record

* Training kept in master binder.

RECORD OF TRAINING

for the

Island Fuel -Tisbury, MA Facility

Date of Training: _____

Training Conducted by: _____

Topics Reviewed in Training:

Training Attendended by:

name signature

Attachment 6

Containment Pad Drainage Form

* Rain and Drainage Kept in master binder.

Containment Pad Drainage Form

For The:

Island Fuel, Inc. Tisbury, MA Facility

This form is to be used to record the manual drainage of the containment pad

Date	Inspected for Visible Sheen?	Approximate Volume Discharged	Drain Valve Left Closed?	Attendant Signature

Containment Pad Drainage Form

For The:

Island Fuel, Inc. Tisbury, MA Facility

This form is to be used to record the manual drainage of the containment pad

Date	Inspected for Visible Sheen?	Approximate Volume Discharged	Drain Valve Left Closed?	Attendant Signature

Attachment 7

Substantial Harm Criteria Checklist

CERTIFICATION OF THE APPLICABILITY OF THE SUBSTANTIAL HARM CRITERIA CHECKLIST

Facility Name: Island Fuel Tisbury Facility
Facility Address: 44 Evelyn Way
Tisbury, Massachusetts

1. Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?
Yes___ No X

2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground oil storage tank area?
Yes___ No X

3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the formula in Attachment C-III, Appendix C, 40 CFR 112 or a comparable formula*) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments? For further description of fish and wildlife and sensitive environments, see Appendices I, II, and III to DOC/NOAA's "Guidance for Facility and Vessel Response Environments (Section 10, Appendix E, 40 CFR 112 for availability) and the applicable Area Contingency Plan.
Yes___ No X

4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance as calculated using the appropriate formula (Attachment C-III, Appendix C, 40 CFR 112 or a comparable formula*) such that a discharge from the facility would shut down a public drinking water intake**?
Yes___ No X

5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable spill in an amount greater than or equal to 10,000 gallons within the last 5 years?
Yes___ No X

CERTIFICATION

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate and complete.

James E McMann
Name (please type or print)

President
Title

Signature

2/15/2012
Date

*If a comparable formula is used, documentation of the reliability and analytical soundness of the comparable formula must be attached to this form.
** For the purposes of 40 CFR part 112, public drinking water intakes are analogous to public water systems as described at 40 CFR 143.2(c).

Attachment 8

Generic MSDS (typical of products stored)

1. IDENTIFICATION

Product Identifier: No. 2 Fuel Oil

Synonyms: No. 2 Heating Oil, #2 Fuel Oil, Heating Oil Plus™, Low Sulfur Heating Oil (LSHO), Ultra Low Sulfur Heating Oil (ULSHO)

Intended use of the product: Fuel

Contact:
Global Companies LLC
Water Mill Center
800 South St.
Waltham, MA 02454-9161
www.globalp.com

Contact Information: EMERGENCY TELEPHONE NUMBER (24 hrs.): CHEMTREC (800) 424-9300
COMPANY CONTACT (business hours): 800-542-0778

2. HAZARD IDENTIFICATION

According to OSHA 29 CFR 1910.1200 HCS

Classification of the Substance or Mixture

Classification (GHS-US):

Flam. Liquid	Category 3	H226
Skin Corrosion/Irritation	Category 2	H315
Aspiration Hazard	Category 1	H304
Acute toxicity – Inhalation	Category 4	H332
STOT SE	Category 3	H336
Carcinogenicity	Category 2	H350
Aquatic Chronic	Category 2	H411
Eye damage/Irritation	Category 2	H319

Labeling Elements

Signal Word (GHS-US): **Danger**

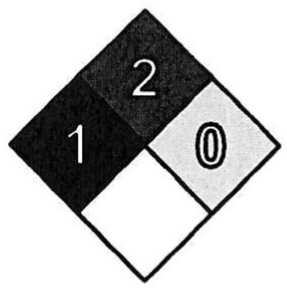
Hazard Statements (GHS-US):
H226 – Flammable liquid and vapor.
H315 – Causes Skin irritation.
H304 – May be fatal if swallowed and enters airways.
H332—Harmful if inhaled.
H336 – May cause drowsiness or dizziness.
H350 – May cause cancer.
H411 – Toxic to aquatic life with long lasting effects.
H319 – May cause eye damage/irritation.

Precautionary Statements (GHS-US):
P210 - Keep away from heat/sparks/open flames/hot surfaces. - No smoking.
P233 - Keep container tightly closed.
P240 – Ground/bond container and receiving equipment.
P241 – Use explosion-proof electrical/ventilating/lighting equipment pursuant to applicable electrical code.

P242 – Use only non-sparking tools.
P243 – Take precautionary measures against static discharge.
P261 – Avoid breathing dust/fume/gas/mist/vapors/spray.
P264 – Wash skin thoroughly after handling.
P271 – Use only outdoors or in a well-ventilated area.
P273 – Avoid release to the environment.
P280 - Wear protective gloves/protective clothing/eye protection/face protection.
P303+361+353 - If on skin (or hair): Take off immediately all contaminated clothing. Rinse with water/shower.
P308+311 - If exposed or concerned: Get medical advice/attention.
P301+310 - If swallowed: Immediately call a poison center/doctor/...
P331 - Do NOT induce vomiting.
P370+P378 – In case of fire use firefighting foam or other appropriate media for Class B fires to extinguish.
P403+235 - Store in a well-ventilated place. Keep cool.
P405 - Store locked up.
P501 – Dispose of contents/container in accordance with local/regional/national/international regulation.

Other information:

NFPA 704
Health: 1
Fire: 2
Reactivity: 0



3. COMPOSITION / INFORMATION ON INGREDIENTS

Chemical Composition Information
Mixture

Name	Product Identifier (CAS#)	% (w/w)	Classification
No. 2 Fuel Oil	68476-30-2	95-100	Flam Liq. 3, H226; Skin Irrit. 2, H315; Aspiration 1, H304; STOT SE 3, H336; Carc.2. H350; Aquatic chronic 2, H411
Methyl Esters	N/A	0-5	N/A
Naphthalene	91-20-3	< 0.1	Carc. 2, H351; Acute Tox. 4, H302; Aquatic Acute 1, H400; Aquatic Chronic 1, H411

Additional Formulation Information:
No. 2 Fuel Oil consists of C9+ hydrocarbons resulting from distillation of crude oil.

Low Sulfur Heating Oil typically contains less than 500 ppm of sulfur

Ultra Low Sulfur Heating Oil typically contains less than 15 ppm of sulfur

For massive fires the use of unmanned hose holders or monitor nozzles may be advantageous to further minimize personnel exposure. Major fires may require withdrawal, allowing the tank to burn. Large storage tank fires typically require specially trained personnel and equipment to extinguish the fire, often including the need for properly applied firefighting foam.

Fighting Equipment/Instructions
Firefighting activities that may result in potential exposure to high heat, smoke or toxic by-products of combustion should require NIOSH- approved pressure-demand self-contained breathing apparatus with full face piece and protective clothing.

Refer to Section 9 for fire properties of this chemical including flash point, auto ignition temperature, and explosive limits.

6. ACCIDENTAL RELEASE MEASURES

ACTIVATE FACILITY SPCC, SPILL CONTINGENCY or EMERGENCY PLAN.

Personal Precautions
Due to high vapor density, flammable / toxic vapors may be present in low lying areas, dikes, pits, drains, or trenches. Vapors may accumulate in low lying areas and reach ignitable concentrations. Ventilate the area. Use of non-sparking tools and intrinsically safe equipment is recommended. Potential for flammable atmosphere should be monitored using a combustible gas indicator positioned downwind of the spill area. Refer to Sections 2 and 7 for further hazard warnings and handling instructions.

Use appropriate personal protective equipment to prevent eye/skin contact and absorption. Use NIOSH approved respiratory protection, if warranted, to prevent exposures above permissible limits. Refer to Section 8. Contaminated clothing should not be near sources of ignition.

Emergency Measures
As an immediate precautionary measure, isolate spill or leak area for at least 50 meters (150 feet) in all directions. Consider wind direction. Secure all ignition sources (flame, spark, hot work, hot metal, etc.) from area. Evaluate the direction of product travel, diking sewers, etc. to confirm spill areas. Do not touch or walk-through spilled material. For large spills, isolate initial action distance downwind 1,000 ft. (300 m).

Environmental Precautions
Stop the spill to prevent environmental release if it can be done safely. Product is toxic to aquatic life. Take action to isolate environmental receptors including drains, storm sewers and natural water bodies. Keep on impervious surface if at all possible. Use water sparingly to prevent product from spreading. Foam and absorbents may be used to reduce / prevent airborne release.

Spills may infiltrate subsurface soil and groundwater; professional assistance may be necessary to determine the extent of subsurface impact.

Follow federal, state or local requirements for reporting environmental release where necessary. Refer to Section 15 for further information.

Containment and Clean-Up Methods
Carefully contain and stop the source of the spill, if safe to do so. Protect bodies of water by diking absorbents, or absorbent boom, if possible. Do not flush down sewer or drainage systems, unless system is designed and permitted to handle such material. The use of firefighting foam may be useful in certain situations to reduce vapors. The proper use of water spray may effectively disperse product vapors or the liquid itself, preventing contact with ignition sources or areas/equipment that require protection.

Take up with dry earth, sand or other non-combustible, inert oil absorbing materials. Carefully shovel, scoop or sweep up into a waste container with clean, non-sparking tools for reclamation or disposal. Response and cleanup crews must be properly trained and must utilize proper protective equipment. Refer to Section 8 for appropriate protective equipment.

7. HANDLING AND STORAGE

USE ONLY AS A FUEL.
DO NOT SIPHON BY MOUTH.

Handling Precautions
Handle as a flammable liquid. Keep away from heat, sparks, and open flame. No smoking. Electrical equipment should be approved for classified area. Bond and ground containers during product transfer pursuant to NFPA 70 and API RP 2003 to reduce the possibility of static-initiated fire or explosion. Follow precautions to prevent static initiated fire.

4. FIRST AID MEASURES

Route	Measures
Inhalation	Remove person to fresh air. If person is not breathing, ensure an open airway and provide artificial respiration. If necessary, provide additional oxygen once breathing is restored if trained to do so. Seek medical attention immediately.
Ingestion	Aspiration Hazard: DO NOT INDUCE VOMITING. Do not give liquids. Obtain immediate medical attention. If spontaneous vomiting occurs, lean victim forward to reduce the risk of aspiration. Ingestion may cause gastrointestinal disturbances including irritation, nausea, vomiting, and diarrhea, and central nervous system (brain) effects similar to alcohol intoxication. In severe cases, tremors, convulsions, loss of consciousness, coma, respiratory failure, and death.
Eye Contact	In case of contact with eyes, immediately flush with clean, low-pressure water for at least 15 min. Hold eyelids open to ensure adequate flushing. Seek medical attention. In case of contact lenses, remove immediately.
Skin Contact	Remove contaminated clothing and shoes. Wash contaminated areas thoroughly with soap and water or waterless hand cleanser. Obtain medical attention if irritation or redness develops. Thermal burns require immediate medical attention depending on the severity and of the area of the body burned.

Most Important Symptoms
Contact with eyes and face may cause irritation. Long-term exposure may cause dermatitis (itching, irritation, pain and swelling).

Inhalation may cause irritation and significant or long term exposure could cause respiratory insufficiency and pulmonary edema.

Ingestion may cause aspiration, gastrointestinal disturbance, and CNS effects.

Immediate Medical Attention and Special Treatment
For contact with skin or eyes, immediately wash or flush contaminated eyes with gently flowing water. If possible, irrigate each eye continuously with 0.9% saline (NS). If ingested, rinse mouth. Do NOT induce vomiting, as this may cause chemical pneumonia (fluid in the lungs).

If inhaled, administer oxygen or establish a patent airway if breathing is labored. Suction if necessary. Monitor closely, anticipate seizures. Consider orotracheal or nostracheal intubation of airway control if patient is unconscious or is in severe respiratory distress.

Discard any clothing or shoes contaminated as they may be flammable.

5. FIRE-FIGHTING MEASURES

Extinguishing Media
Foam, carbon dioxide, dry chemical are most suitable

SMALL FIRES: Any extinguisher suitable for Class B fires, dry chemical, C02, water spray, firefighting foam, or Halon. Small fires in the incipient (beginning) stage may typically be extinguished using handheld portable fire extinguishers and other firefighting equipment.

LARGE FIRES: Foam, carbon dioxide, dry chemical. Water may be ineffective for fighting the fire, but may be used to cool fire-exposed containers.

Specific Hazards / Products of Combustion
Moderate fire hazard when exposed to heat or flame with a very low flash point. Product is flammable and easily ignited when exposed to heat, spark, open flame or other source of ignition. Flowing product may be ignited by self-generated static electricity. When mixed with air and exposed to an ignition source, flammable vapors can burn in the open or explode in confined spaces. Being heavier than air, vapors may travel long distances to an ignition source and flash back. Runoff to sewer may cause fire or explosion hazard.

Combustion may produce smoke, carbon monoxide and other products of incomplete combustion.

Special Precautions and Protective Equipment for Firefighters
Isolate area around container involved in fire. Cool tanks, shells, and containers exposed to fire and excessive heat with water.

Exposure	Equipment
Respiratory	A NIOSH/MSHA-approved air-purifying respirator with organic vapor cartridges or canister may be permissible under certain circumstances where airborne concentrations are or may be expected to exceed exposure limits or for odor or irritation. Protection provided by air-purifying respirators is limited. Refer to OSHA 29 CFR 1910.134, ANSI Z88.2-1992, NIOSH Respirator Decision Logic, and the manufacturer for additional guidance on respiratory protection selection and limitations. Use a positive pressure, air-supplied respirator if there is a potential for uncontrolled release, exposure levels are not known, in oxygen-deficient atmospheres, or any other circumstance where an air-purifying respirator may not provide adequate protection.
Thermal	Product is stored at ambient temperature. No thermal protection is required except for emergency operations involving actual or potential for fire. Use adequate ventilation to keep vapor concentrations of this product below occupational exposure and flammability limits, particularly in confined spaces.

9. PHYSICAL AND CHEMICAL PROPERTIES

Property	Value	
Appearance	Clear or straw-colored liquid dyed red for distribution	
Odor	Mild petroleum distillate odor.	
Odor Threshold	<1 ppm	
pH	Not available	
Melting Point	-15 ˚F (-26 ˚C)	
Boiling Point Range	320 to 690 ˚F (160 to 366 ˚C)	
Flash Point	>125.6 ˚F (52 ˚C) PMCC	
Evaporation Rate	Slow, varies with conditions	
Flammability	Flammable liquid	
Flammable Limits	0.6 % - 7.5%	
Vapor Pressure	0.009 psia @ 70 ˚F	
Vapor Density	>1	(air=1)
Specific Gravity	0.81-0.88 @ 60 ˚F (16 ˚C)	(water=1)
Solubility	Insoluble in water; miscible with other petroleum solvents.	
Partition Coefficient (N-octanol/water)	Log Kow range of 3.3 to >.6.0	
Autoignition Temperature	494 ˚F (257 ˚C)	
Decomposition Temperature	When heated it emits acrid smoke and irritating vapors.	
Viscosity	<3 cSt	
Percent Volatiles	95-100	

10. STABILITY AND REACTIVITY

Stability
This is a stable material that is flammable liquid (OSHA/GHS hazard category 3). Stable during transport.

Reactivity
Material is not self-reacting. Flammable concentrations may be present in air. Compound can react with oxidizing materials.

Use good personal hygiene practices. Use only with protective equipment specified in Section 8. Avoid repeated and/or prolonged skin exposure. Use only outdoors or in well ventilated areas. Wash hands before eating, drinking, smoking, or using toilet facilities. Do not use as a cleaning solvent on the skin. Do not use solvents or harsh abrasive skin cleaners for washing this product from exposed skin areas. Waterless hand cleaners are effective. Promptly remove contaminated clothing and launder before reuse. Use care when laundering to prevent the formation of flammable vapors which could ignite via washer or dryer. Consider the need to discard contaminated leather shoes and gloves. Emergency eye wash capability should be available in the near proximity to operations presenting a potential splash exposure.

Special slow load procedures for "switch loading" must be followed to avoid the static ignition hazard that can exist when higher flash point material (such as fuel oil) is loaded into tanks previously containing low flash point products (such as this product) - see API RP 2003, "Protection Against Ignitions Arising Out Of Static, Lightning and Stray Currents."

Storage

Large quantities of fuel oil are stored in tanks or portable containers at an ambient storage temperature. Separate from incompatible chemicals (Refer to Section 10) by distance or secondary containment. Keep away from flame, sparks, excessive temperatures and open flame. Use approved vented containers that are clearly labeled. Label all secondary containers that this material is transferred into with the chemical name and associated hazard(s). Empty product containers or vessels may contain flammable vapors. Do not pressurize, cut, heat, weld or expose such containers to sources of ignition.

Storage tanks should have a venting system. If stored in small containers, the area should be well ventilated, away from ignition sources and protected from potential damage or vehicular traffic. Post "No Smoking" signs in product storage areas. This storage area should comply with NFPA 30 "Flammable and Combustible Liquid Code" or applicable building code. The cleaning of tanks previously containing this product should follow API Recommended Practice (RP) 2013 "Cleaning Mobile Tanks in Flammable and Combustible Liquid Service" and API RP 2015 "Safe Entry and Cleaning of Petroleum Storage Tanks".

Incompatibles

Keep away from strong oxidizers, ignition sources and heat.

8. EXPOSURE CONTROLS / PERSONAL PROTECTION

Occupational Exposure Limits

Component	CAS #	List	Value
No. 2 Fuel Oil	68476-30-2	ACGIH TLV-TWA	100 mg/m3*
Naphthalene	91-20-3	ACGIH TLV-TWA OSHA PEL ACGIH STEL	10 ppm 10 ppm 15 ppm

*Critical effects; Skin; A3; CNS impairment.

Engineering Controls

Use adequate ventilation to keep vapor concentrations of this product below occupational exposure and flammability limits, particularly in confined spaces. Intrinsically safe equipment and non-sparking tools shall be used in circumstances where concentrations may exceed lower flammable limits. Grounding and bonding shall be used to prevent accumulation and discharge of static electricity. Emergency shower and eyewash should be provided in proximity to handling areas in the event of exposure to decontaminate.

Personal Protective Equipment

Exposure	Equipment
Eye / Face	Wear appropriate chemical protective glasses or goggles or face shields to prevent skin and eye contact especially caused from splashing.
Skin	Wear appropriate personal protective clothing to prevent skin contact. Gloves constructed of nitrile, neoprene or PVC are recommended when handling this material. Chemical protective clothing such as of E.I. DuPont TyChem®, Saranex® or equivalent recommended based on degree of exposure. Note: The resistance of specific material may vary from product to product as well as with degree of exposure.