

	<b>CONOCOPHILLIPS ALASKA</b> <b>Health Safety and Environmental</b> <b>Spill Reporting Procedure</b>	<b>Field: Alaska</b>	
		<b>Last Reviewed:</b> <b>9-16-2021</b>	
<b>Retention Code</b> <b>AD01</b>	<b>Owner/Author</b> <b>Operations Environmental</b> <b>Coordinator</b>	<b>SOP Number:</b> <b>S-004</b>	<b>Review Frequency:</b> <b>3 years</b>

## I. PURPOSE

The objective of this Standard Operating Procedure (SOP) is to provide clear guidelines on how to report spills and to ensure that all ConocoPhillips Alaska (COPA), local, state, and federal spill reporting requirements are met.

## II. SCOPE

This SOP identifies reporting requirements for COPA and Contractor staff working in the Kuparuk River Unit, Alpine, Willow, or on COPA projects such as Exploration. It also defines responsibility for specific reporting activities. If there is any overlap, this procedure is superseded by requirements and procedures detailed in the Oil Discharge Prevention and Contingency Plan (C-Plan) or regulations.

The potential exists for third parties to cause spills on COPA leases. Third parties are defined as companies who are not under contract to COPA. Some examples of third parties are independent oil producers and transportation companies. A contractor is a company under contract to perform work for COPA. This SOP identifies how response activities differ when contractors and third parties are responsible for spills.

## III. DEFINITIONS

- A. **Containment:** Any structure that prevents fluids from reaching the surface of the ground (on or off pad) or water of the United States.
- B. **Emergency Spill:** Spills involving injuries, fires, safety hazards, uncontrollable or continuously releasing material, blowouts, or spill into waterways or which directly contacts the tundra.
- C. **Non-emergency Spill:** Spills that are confined to the pad, contained, under control, small in volume, and can be cleaned up by the responsible party or the local Spill Response Team.
- D. **Hazardous Substance:** A substance that is either a) RCRA hazardous, or b) not RCRA hazardous, but contains a CERCLA listed substance(s) and PPE other than the normal safety glasses, hard hat and flame-resistant clothing must be donned to clean up the spill.

 <b>ConocoPhillips</b> Alaska, Inc.	<b>CONOCOPHILLIPS ALASKA</b> <b>Health Safety and Environmental</b> <b>Spill Reporting Procedure</b>	<b>Field: Alaska</b>	
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## IV. REGULATORY REPORTING REQUIREMENTS

Reporting requirements to the regulatory agencies depend on what is spilled, how much is spilled, and the receiving environment it is spilled into. Refer to the following discussion and Exhibit A for detailed reporting requirements.

Notify COPA Public Relations (265-4153) of large spills, injuries and major events.

For gas releases, follow SOP AI-002, and consult with the COPA air Technical Authority.

A blowout or spills in Alpine Development District to water or ice over water (or both during broken ice conditions) that cause oil to be present in water of the Greater Colville River Delta (including Fish Creek Drainage); Beaufort, Chukchi, or Bering Seas at volumes of 250 barrels (bbl) or greater is a “triggering event” for implementation of the *Oil Spill Mitigation Fund Agreement For the Alpine Development District* (effective date June 1, 2019). A copy of the agreement is included in Attachment E of this SOP. Additional tasks associated with funding and disbursement of funds are described in the attachment and will be administered with the assistance of the Legal Department. The standard reporting requirements are not altered; however, if a spill of this magnitude occurs the NSB mayor will follow-up with correspondence that initiates funding of the disbursement accounts. The requirements of the agreement are limited to the area defined as the Alpine Development District. Smaller spills within the district (i.e., less than 250 bbl) and spills of any magnitude outside the area defined by the agreement (e.g., Kuparuk Unit) do not require any action. Reporting requirements in Attachment A are not altered as a result of this agreement with the exception of a notification to ConocoPhillips Legal Department if a qualifying release of oil over 250 bbl occurs.

Note that notification for all reportable spills occurring within the Kuukpik withdrawal area boundary (inside township 10N and range 6E) will be made to Kuukpik Corporation via fax or email by the Alpine, Willow, or Ice FEC. The Alpine, Willow, Ice, Kuparuk FEC will contact the Village Liaison for any large spills and major spill events occurring within the Kuukpik withdrawal area, and any spill related IMT events in both WNS and Kuparuk. The Village Liaison will then coordinate with the Alpine Field Manager to make verbal notification to Kuukpik Corporation. See Exhibit E for a map of the withdrawal area.

Justification : Section 8.10(1) - Exhibit C of the Kuukpik Surface Use Agreement  
Email from Lisa Pekich, COPA Village Liaison, 1/8/16

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**A. On Gravel Pad or Road**

Snow, ice roads, ice pads over tundra, grounded ice, and Storm Water Storage Areas with closed tundra valves are to be treated as gravel pads.

**Oil (includes crude, diesel, gasoline, hydraulic fluid, etc.)**

- > 55 gallons – notify North Slope Borough (NSB), Alaska Department of Environmental Conservation (ADEC), and Alaska Department of Natural Resources (ADNR) immediately
- 10 to 55 gallons – notify ADEC, ADNR, and NSB within 48 hours
- 1 to 10 gallons – notify ADEC and ADNR within one month, NSB within 1 week
- Less than 1 gallon - no reporting required, unless on BLM land. See Section G

Justification: 18 ACC 75.300

NSB Permit General Stipulations

**Hazardous Substance (North Slope)**

- Any volume <55 gallons – notify ADEC, ADNR immediately and NSB within 1 week
- > 55 gallons – notify NSB, ADEC, ADNR immediately
- Exceeds Federal Reportable Quantity - notify NRC, ADEC, ADNR, NSB immediately

Justification: 40 CFR 302

18 ACC 75.300, 1/4/06 email from ADEC

11/18/05 email clarification from Legal

NSB Permit General Stipulations

**Selected Hazardous Substances (North Slope)**

Glycols, brines, drilling fluids, produced water, methanol diluted with 30% or more water.

- > 55 gallons – notify NSB, ADEC, ADNR immediately
- 10 to 55 gallons – notify NSB, ADEC, ADNR within one month
- < 10 gallons – no reporting required, unless on BLM land. See Section G

Justification: ADEC Alternative Reporting Agreement signed September 11, 2014

NSB Permit General Stipulations

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**Sewage and Gray water**

- Any volume – report to ADEC, Division of Water, Compliance and Enforcement Program only, using the ADEC form “Accidental Discharge / Spill Notification” - Exhibit S-003A Gray Water-Sewage Discharge within 24 hours (email: dec-wqreporting@alaska.gov, phone: 1-877-569-4114). No other agency notification is required for sewage spills to gravel pad or road.

Spills of sewage into impermeable secondary containment are not reportable. See SOP S-003, Graywater and Sewage Spills.

Justification: Sept. 2000 memo from Kuparuk FEC based on conversation with ADEC and Dec. 2003 email from ADEC.

January, 2015 email from Steve Brashear based on email and conversation with Gerry Brown at ADEC.

18 AAC 72.940 (a) 2, 3, 4 and (b)4

**Alaska Oil and Gas Conservation Commission (AOGCC) Reporting**

- Crude spill > 10 bbls (420 gals) or 1,000 mscf of gas, or any uncontrolled release that results in a shutdown of operations at a production facility, notify AOGCC Anchorage and Slope Rep. immediately.
- Spill > 10 bbls (420 gals) from a NGL line, notify AOGCC Anchorage and Slope Rep. immediately or if spill causes facility shutdown.

Justification: 20 AAC 25.205

**United State Department of Transportation (USDOT) Reporting**

- For any incident or vehicle accident occurring during transportation while in physical possession of a hazardous material on a USDOT public road (e.g. outside the control gates in Prudhoe Bay), a Hazardous Materials Incident Report (DOT Form F 5800.1) must be submitted within 30 days.
- Does not apply to petroleum, including crude oil or any fraction thereof which is not otherwise specifically listed or designated as a hazardous substance

Justification: 49 CFR 171.16(a)

49 CFR 171.1

USDOT Guide for Preparing Hazardous Materials Incidents  
Reports

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Permitted Solid Waste Facility or Storage Cell

- Notify ADEC Solid Waste Division within 24 hours if any waste is spilled outside of containment.

Justification: DS1B Solid Waste Permit SWXA063-28 (6/7/2023)  
 DS1H Solid Waste Permit SWGPDRILL-28 (3/18/2023)  
 CPF1 Solid Waste Permit SWGPDRILL-28 (3/18/2023)  
 Alpine Solid Waste Permit SWXCP006-29 (3/26/2024)

**B. To Secondary Containment<sup>1</sup>**

Oil

- > 55 gallons – notify NSB, ADEC, ADNR immediately (as soon as possible per 2014 alternative reporting agreement)
- < 55 gallons – no reporting required

Hazardous Substance (North Slope) (call COPA Field Env. Dept for assistance on these)

- any volume – notify ADEC, ADNR, NSB immediately
- exceeds the federal Reportable Quantity – notify NRC, NSB, ADEC, ADNR immediately

Note: CERCLA exempts “crude oil and fractions”, including the hazardous constituents of crude and natural gas (such as benzene). Also, petroleum products are excluded, including “hazardous substances that are normally mixed with or added to crude oil or crude oil fractions during the refining process.”

Justification: 40 CFR 302  
 18 ACC 75.300, 1/4/06 email from ADEC  
 CERCLA section 101(14)  
 June 1998 memo from Legal defining a hazardous substance  
 11/18/05 email clarification from Legal  
 NSB Permit General Stipulations

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<sup>1</sup> Leaks to surface casing are considered secondary containment. Well cellars are secondary containment IF sealed (bottom or floor installed).

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Selected Hazardous Substances (North Slope)

Glycols, brines, drilling fluids, seawater to a freshwater environment, produced water, methanol diluted with 30% or more water.

- >55 gallons – notify ADEC, ADNR, NSB immediately notify NSB, ADEC, ADNR (as soon as possible per 2014 alternative reporting agreement)
- < 55 gallons – no reporting required
- Seawater spill into a building – no report per Tom DeRuyter, June 6, 2007 Quarterly Spill Meeting
- Seawater spill into impermeable secondary containment – no report

Justification: ADEC Alternative Reporting Agreement signed September 11, 2014  
 NSB Permit General Stipulations

Spills of sewage into impermeable secondary containment are not reportable. See SOP S-003, Graywater and Sewage Spills.

Justification: January, 2015 email from Steve Brashear based on email and conversation with Gerry Brown at ADEC.  
 18 AAC 72.940 (a) 2, 3, 4 and (b)4

**C. To Tundra**

Oil or Hazardous Substance

Any release that penetrates to tundra – notify NRC, ADEC, ADNR, NSB immediately

Justification: ADEC letter dated March 31, 1999  
 ADEC Alternative Reporting Agreement signed September 11, 2014

Seawater

- Any amount of seawater into a seawater environment – no report
  - A "seawater environment" generally means any land within approximately 1 mile offset of the coastline, or otherwise containing salt-affected vegetation
- Any amount of seawater into a freshwater environment – notify NRC, ADEC, ADNR, NSB immediately.

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Justification: ADEC Alternative Reporting Agreement September 11, 2014  
 40 CFR 110.3

**D. To Ice Over Natural Water Bodies**

Oil or Chemicals

- > 1 gallon – notify NRC immediately
- > 5 gallons – notify NSB, USCG, immediately
- Any amount – notify ADEC and ADNR

Justification: 40 CFR 110.5 (EPA considers ice roads “navigable waters.”  
 Minor discharges from properly functioning vessel  
 engines are not reportable.)  
 March 7, 2000 letter from EPA.  
 ADEC Guidance document dated November 8, 1996  
 MMS Spill Reporting Guidance dated May 31, 1996  
 NSB email dated February 24, 1998  
 USCG letter dated March 6, 2000 and 1993 to Bryan Colver

**E. To Offshore/Waterbodies**

Oil or Chemicals

- Any volume – notify NRC, ADEC, ADNR, NSB immediately
- Any release to fish-bearing waters – notify USF&W, ADF&G immediately
- > 42 gallons – notify Bureau of Safety and Environmental Enforcement (BSEE, previously Minerals Management Services) and USCG immediately (Offshore)

Justification: 18 ACC 75.300  
 USCG letter dated March 6, 2000 and 1993 to Bryan Colver  
 MMS Spill Reporting Guidance dated May 31, 1996  
 40 CFR 110.3

Seawater

- Any amount of seawater into a seawater environment – no report
  - A "seawater environment" generally means the sea or any land within an approximately 1 mile offset of the coastline or otherwise containing salt-affected vegetation.

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- Any amount of seawater into a freshwater environment – notify NRC, ADEC, ADNR, NSB immediately.

Justification: ADEC Alternative Reporting Agreement September 11, 2014  
Ecotype mapping indicating salt-affected habitats on the North Slope

Any noncompliance with an APDES permit which may endanger health or the environment shall be reported orally to the APDES Compliance Unit of ADEC within 24 hours from the time the Permittee becomes aware of the circumstance. A written submission shall also be provided within 5 days or the shortest reasonable period of time after the Permittee becomes aware of the occurrence.

Justification: Sept. 2000 memo from Kuparuk FEC based on conversation with ADEC, Dec. 2003 email from ADEC  
NPDES Permit AKG-33-1000 (administered by APDES)  
18 AAC 72.940 (a) 2, 3, 4 and (b)4

If there is a discharge of oil (of any kind) over 1,000 gal in single event, or more than 42 gal of oil in each of two discharges occurs within any 12 month period, or stormwater releases of oil or chemicals >RQ, submit the following information to the EPA Regional Administrator within 60 days:

- 1) Name of the facility;
- 2) Your name;
- 3) Location of the facility;
- 4) Maximum storage or handling capacity of the facility and normal daily throughput;
- 5) Corrective action and countermeasures taken, including a description of equipment repairs and replacements;
- 6) An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
- 7) The cause of the discharge, including failure analysis of the system or subsystem in which the failure occurred;
- 8) Additional preventative measures you have taken or contemplated to minimize the possibility of a reoccurrence;
- 9) Any other information the Administrator may require.

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A duplicate copy must be sent to the appropriate agency or agencies in charge of oil pollution control activities in the State (ADEC).

Oil is defined in 40 CFR 112 as “oil of any kind or in any form, including, but not limited to: fats, oils, or greases of animal, fish, or marine mammal origin; vegetable oils, including oils from seeds, nuts, fruits, or kernels; and, other oils and greases, including petroleum, fuel oil, sludge, synthetic oils, mineral oils, oil refuse, or oil mixed with wastes other than dredged spoil”.

Note: when a spill occurs, FEC must perform a data search to ensure that all spills >42 gallons within any 12-month period are captured and reported as required above.

Justification: 40 CFR 112.4(a)

Sewage or Gray water

- Any volume – notify ADEC (Division of Water, Compliance and Enforcement Program - phone: 1-877-569-4114), within 24 hours. APDES Compliance Unit of ADEC within 24 hours if the sewage is from an APDES permitted facility.
- Any release to fish-bearing waters – notify USF&W, ADF&G immediately

See SOP S-003, Graywater and Sewage Spills.

Justification: January, 2015 email from Steve Brashear based on email and conversation with Gerry Brown at ADEC.  
18 AAC 72.940 (a) 2, 3, 4 and (b)4

**F. At DOT-Regulated and SPCS-Regulated Pipelines**

- The NSK Fieldwide Operations Superintendent is responsible for ensuring spills within the Alpine, Kuparuk, or Oliktok pipeline right-of-ways are reported to DOT and SPCS.
- FEC should be familiar with the right-of-way locations, and contact the DOT Compliance Specialist (office: 659-7574, cell: 659-0512) for spills that occur within the right-of-way.
  - Reminder: The Alpine Seawater Pipeline is not DOT-Regulated, but it is SPCS-regulated.

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- Contact the DOT Compliance Specialist as soon as possible to advise them of spills known or suspected to affect the right-of-way.
- The FEC will address reporting of these spills to other agencies as necessary. See Pipeline ROW Maps in Exhibit F of this procedure.
- SkillsNow® procedures NSPL-0000-PL-5103 (Accident Reporting) and NSPL-0000-PL-5104 (Safety-Related Condition Reporting) contain reporting details for the DOT-regulated pipelines and their right-of-ways, for which the DOT Compliance Specialist is responsible.
- Per 49 CFR 191.5, DOT-reportable incidents must be reported “at the earliest practicable moment following discovery, but no later than one hour after confirmed discovery”.

#### **G. Federal Lands**

Notify BLM of the following:

Major Undesirable Events requiring verbal notification as soon as practical, but no later than 24 hours to the authorized officer for all oil and gas related operations, Energy and Minerals Branch Chief:

- A. Oil, saltwater, and toxic liquid spills, or any combination thereof, > 420 gallons (this includes a spill inside a building or containment).
- B. Equipment failures or other accidents which result in venting of 500 or more MSCF of gas;
- C. Any spill, regardless of volume, to water, tundra, or undisturbed lands;
- D. Any spill > 42 gallons which occurs in a sensitive area (NPR-A Classified as a sensitive area; except for gravel roads/pads.);
- E. Any venting of >50 MCF of gas which occurs in a sensitive area;
- F. Any fire that consumes the volumes as specified in A through E above;
- G. Any accident which involves a fatal injury;
- H. Blowouts

Other-than-Major Undesirable events do not require verbal notification:

- A. Oil, saltwater, and toxic liquid spills, or any combination thereof at least 42 gallons but less than 420 gallons in non-sensitive areas (this includes a spill inside a building or containment\*).
- B. Equipment failures or other accidents resulting in the venting of at least 50 but less than 500 MCF of gas in non-sensitive areas;

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- C. Any fire which consumes volumes less than specified in A through E for Major Undesirable Events;
- D. Each accident involving a major or life-threatening injury;

Written report must be submitted in duplicate within 15 days following the incident for both categories of events listed above. Use Exhibit J BLM's form for Major Undesirable Event Report.

Spills or discharges in non-sensitive areas involving less than 42 gallons of liquid or 50 MCF of gas do not require oral or written reporting. However, the volumes discharged or vented as a result of these minor incidents must be consolidated into a notice submitted monthly.

All volumes of oil spilled, gas vented, and all hydrocarbons consumed by fire or otherwise lost must be reported monthly.

Justification: NTL-2007-01-Alaska dated March 28, 2007  
 "Spills Inside Buildings" clarified by Tim Lawlor in 9/4/07 phone conversation with Jeanette Moser.  
 BLM response to Lynn Degeorge dated October 5, 2018 clarifying "sensitive areas".

## V. PROCEDURE

All spills should be reported to the applicable agencies in a timely manner after confirming the spill and gathering necessary information. For spills requiring immediate notification, personnel should strive to meet the 30-minute guideline that has been set by ADEC. After normal business hours, call 1-800-478-9300. When speaking to ADEC, ask if a situation-status (sit-stat) report will be generated for the spill. If a sit-stat report is to be generated, immediately notify the COPA Emergency Response & Crisis Management Director at 907-265-6807 (office), 907-223-7990 (cell), or 907-231-3008 (pager).

### A. INTERNAL REPORTING REQUIREMENTS

#### 1. Verbal reports

ALL spills must be reported to Security. In Kuparuk, initial observer calls spills 659-7300 (emergency), 659-7997 (non-emergency), 659-7600 (non-emergency), '0', or 911 ('0' or 911 must be dialed from a Kuparuk facility phone, not cell

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phones). In WNS, initial observer calls 670-4900 (emergency), 670-4002 (non-emergency), '0', or 911 ('0' or 911 must be dialed from a WNS facility phone, not cell phones). Security records available information on the Kuparuk or Alpine Spill Report Notifications (Exhibits B and C).

- a. In the event of an emergency spill, Security notifies the Spill Chief and initiates emergency response call-out; Incident Management and Spill Response Teams respond according to the Oil Discharge Prevention and Contingency Plan (C-Plan).
- b. Security contacts the Field Environmental Coordinator (FEC) immediately if any of the screening questions on the Initial Security Spill Report are answered with a "yes".
- c. Security ensures appropriate Control Room is notified if the spill is from a pipeline or facility component.
- d. The Responsible Party contacts the COPA job supervisor and the affected area supervisor. For example, if the spill occurs on a coiled tubing job, the Responsible Party is a third party who contacts the COPA Wells Supervisor and the Drill Site Supervisor.

## 2. Written Reports

Interim verbal or written interim reports may be necessary; the FEC will identify when interim reports are required.

## 3. When a Contractor is Responsible for the Spill

COPA Contractor Spill Guidance (Exhibit E) defines third party and contractors and identifies when they are responsible for spill reporting and clean up. Spills resulting from the actions or equipment of non-COPA personnel are to be documented and reported to the COPA Supervisor responsible for the operating area in which the spill occurred.

All spills should be called in to KRU Security upon observation.

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Third party responsibility identifies responsibility to notify agencies and clean-up responsibilities; identifying the responsible party should not impact internal notification and response activities.

## **B. EXTERNAL REPORTING REQUIREMENTS**

All spills are reported pursuant to current local, state and federal regulations. Verbal notifications and written reports are recorded on the "External Notification" section of the COPA Spill Report. The NRC case number and other agency-assigned numbers are also recorded on the spill report form.

**Note:** Any on-pad spill over 100 gallons and any off-pad spill requires ADEC approval of waste management and disposal. Do not dispose of any spilled material before consultation with ADEC.

### 1. COPA Spills

- a. The FEC reviews the amount and type of material spilled to determine if agency notification is required. FEC notifies all appropriate agencies.
- b. If the IMT is activated as a result of the spill, then the Mayor of Nuiqsut must be notified by COPA Village Outreach. The FEC must notify COPA Village Outreach that the mayor of Nuiqsut needs to be notified.
- c. The FEC ensures that required information is entered into the Intelex database pursuant to position desk procedures. The FEC prepares written agency reports from the database as required.

### 2. Contractor Spills

- a. The FEC reviews the amount and type of material spilled to determine if agency notification is required. If it is agency-reportable spill, FEC makes initial verbal notification to all appropriate agencies. If requested by the Responsible Party, FEC assists with written agency reports **by reviewing a draft COPA and COPA Contractor Spill Report submitted to FEC by the contractor**. The FEC ensures that the Responsible Party **has provided**

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**adequate and accurate information and that all internal and external reporting is complete.** If requested, FEC will submit a signed COPA and COPA Contractor Spill Report to agencies **on behalf of the Responsible Party.**

- b. The FEC reviews the amount and type of material spilled, waste handling practices and preventative measures taken to ensure proper handling of the spill event.
- c. The FEC ensures that required information is entered into Intelex pursuant to position desk procedures. Leaks or spills that are only required to be included on the BLM NTL-2007 monthly log do not need to be entered into Intelex (unless they meet other non-spill thresholds such as for process safety or high value learning).

## VI. EXHIBITS

- A. Agency Spill Reporting Matrix (COPA)
- B. Initial Security Spill Report (Kuparuk)
- C. Initial Security Spill Report (Alpine)
- D. COPA Contractor Spill Guidance
- E. Colville River Unit Land Status Map
- F. DOT Pipeline Maps
- G. BLM Monthly Spill Report Form
- H. (North Slope) ADEC Compliance Reporting Agreement 9/11/14
- I. BLM/NPR-A Sensitive Areas Map
- J. BLM Major Undesirable Events Report

## VII. RESPONSIBILITY

### A. REPORTING RESPONSIBILITIES

Position	Actions Required
Initial Observer (may also be Responsible Party)	<ul style="list-style-type: none"> <li>• Report spill to Security</li> <li>• Report spill to area Supervisor</li> </ul>

	<b>CONOCOPHILLIPS ALASKA</b> <b>Health Safety and Environmental</b> <b>Spill Reporting Procedure</b>	<b>Field: Alaska</b>	
		<b>Last Reviewed:</b> <b>9-16-2021</b>	
<b>Retention Code</b> <b>AD01</b>	<b>Owner/Author</b> <b>Operations Environmental Coordinator</b>	<b>SOP Number:</b> <b>S-004</b>	<b>Review Frequency:</b> <b>3 years</b>

Security	<ul style="list-style-type: none"> <li>Receive and document initial spill reports and trigger emergency response information if necessary</li> <li>Screen initial information and make necessary internal notifications</li> </ul>
Responsible Party (COPA, Service and Labor Contractors, or non-oil field affiliated individuals)*	<ul style="list-style-type: none"> <li>Calls the Supervisor of the job and the affected area Supervisor</li> <li>Gathers information required to complete COPA and agency reports</li> <li>Ensure spill volume is estimated by trained estimator if it is close to the reportable quantity</li> <li>Ensure spill is completely cleaned up</li> </ul>
Field Environmental Coordinator	<ul style="list-style-type: none"> <li>Make timely verbal reports to agencies</li> <li>Review and approve all agency spill reports prior to transmittal</li> <li>Complete FEC Review section of Security Spill Report</li> <li>Enter information into Intelex sub-event if reportable or otherwise required</li> <li>Make timely notification to COPA Crisis Management Director if applicable</li> </ul>
Environmental Aide	<ul style="list-style-type: none"> <li>Maintain spill database and hard copy files for reports and supplemental back-up information</li> <li>Prepare internal tracking reports</li> </ul>
* If Responsible Party is a third party, the Responsible Party is required to make agency notifications and reports	

	<b>CONOCOPHILLIPS ALASKA</b> Health Safety and Environmental Spill Reporting Procedure	<b>Field: Alaska</b>	
		<b>Last Reviewed:</b> <b>9-16-2021</b>	
<b>Retention Code</b> <b>AD01</b>	<b>Owner/Author</b> <b>Operations Environmental</b> <b>Coordinator</b>	<b>SOP Number:</b> <b>S-004</b>	<b>Review Frequency:</b> <b>3 years</b>

## VIII. AGENCY CONTACTS

### A. Contacts for Reportable Spills/Releases

*Contacts updated 10/7/2025*

Agency	Phone	Fax/Email	Notes
ADEC SPAR	(907) 451-2121 (800) 478-9300	decsparnregion@alaska.gov	Northern response team office for business-hours notifications. AK State Troopers for after-hours notifications.
ADEC Solid Waste	(907) 269-7590 (907) 269-7622	Reese.thieme@alaska.gov kaylie.holland@alaska.gov	For leaks/spills from permitted solid waste storage cells. Reporting required within 24 hours.
ADEC Water	(907) 269-4114	dec-wqreporting@alaska.gov	For accidental discharges of sewage (sanitary wastewater, domestic wastewater, greywater) only.
ADNR	(907) 451-2739	dnr.nro.spill@alaska.gov	DNR-Statewide Abatement of Impaired Land (SAIL) Section
BLM	(907) 474-2301 (907) 271-4407	dwixon@blm.gov wsvejnoh@blm.gov qsawyer@blm.gov blm_ak_akso_energysection_notifications@blm.gov	<b>Other-than-major events:</b> Wayne Svejnoha, and Quinn Sawyer. Also copy the energy section e-mail. <b>Major undesirable event:</b> Wayne Svejnoha or designated authorized officer.
Kuukpik Corporation	(907) 480-6220	jnukapigak@kuukpik.com gsielak@kuukpik.com	For reportable spills in Kuukpik withdrawal area, Alpine Environmental to email copy of written report to Kuukpik Corp. For spills of major significance (when COPA IMT is utilized) for North Slope Region, contact Village Liaison.
NSB	(907) 302-8701 (907) 852-0440 (907) 855-0348 (after hours)	PlanningInspectors@north-slope.org	Ralph Kaleak, lead inspector, cell listed. NSB Permitting & Zoning Division is (907) 852-0440. Chastity Olemaun cell phone listed as after-hours contact and is current Director of Planning Dept. Prudhoe Bay Inspectors office number is (907) 685-4415.
NRC	(800) 424-8802		24-hour line for initial notification, NRC contacts other federal agencies.

	<b>CONOCOPHILLIPS ALASKA</b> <b>Health Safety and Environmental</b> <b>Spill Reporting Procedure</b>		<b>Field: Alaska</b>
			<b>Last Reviewed:</b> <b>9-16-2021</b>
<b>Retention Code</b> <b>AD01</b>	<b>Owner/Author</b> <b>Operations Environmental</b> <b>Coordinator</b>	<b>SOP Number:</b> <b>S-004</b>	<b>Review Frequency:</b> <b>3 years</b>

## **B. Miscellaneous Agency Contacts**

*Contacts updated 10/23/2023*

<b>Agency</b>	<b>Phone</b>	<b>Fax/Email</b>	<b>Notes</b>
ADFG	(907) 459-7281	maria.wessel@alaska.gov	Courtesy notification for anadromous water bodies
ADNR OHA	(907) 269-8728		Richard VanderHoek, Archaeologist
AOGCC (Anc)	(907) 279-1433	(907) 276-7542	Petroleum Inspectors, Anchorage
AOGCC (Field)	(907) 659-2714	(907) 659-2717	N Slope (pager 659-3607; aogcc.inspectors@alaska.gov)
NSB	(907) 852-0248	(907) 852-0356 (907) 852-2995	Risk Management Office
Nuiqsut, City of City Administrator	(907) 480-6727 (907) 687-1767	(907) 480-6928	For IMT spills in the Kuparuk Field, Village Liaison will notify City of Nuiqsut. Alternative number is City Administrator David Arnold, in Fairbanks.
SERC	(907) 428-7019		Roy English, Acting SERC Chair, Department of Military & Veterans Affairs, Division of Homeland Security & Emergency Management
ADNR SPCS	(907) 269-6419 (907) 269-6427	(907) 269-6880 DNR.PCO.Records@alaska.gov	Anthony Strupulis, State Pipeline Coordinator Heather Lescanec, Operations Manager
USCG	(907) 271-6700	(907) 271-6751	Marine Safety Office
USDOT	(907) 271-6519 (907) 271-6517  (800) 424-8802	(907) 271-6581	David Hassell (Operations Supervisor) Contact Sandra Pierce (ConocoPhillips Transportation) 265-6316, 720-3718 (hm) if >5 bbls NGL/Crude and file accidental report (FM7000-1) NLT 30 days of discovery 24 hrs
USEPA (ANC)	(907) 271-3616 or (907) 271-5083 or (907) 257-1342	(907) 271-3424	Matt Carr (carr.matthew@epamail.epa.gov) or EPA Alaska Ops Office general number or JPO (Mobile: 227-9936)
USEPA (SEA)	(206) 553-1263	(206) 553-0175	24 hrs (Seattle)
USEPA (SEA)	(206) 553-1846		NPDES Compliance Unit (NPDES Permit Violations)
USFWS	(907) 242-6893		Any size that poses a threat to fish and wildlife
USBSEE	(907) 334-5300	(907) 334-5302	All spills to marine waters (US DOI jurisdiction)