

ATTACHMENT 1  
 PART A PERMIT APPLICATION

Please print or type with ELITE type (12 characters per inch) in the unshaded areas only

Form Approved OMB No. 2050-0034 Expires 9-30-98  
 GSA No. 0248-EPA-07

EPA Regional Use Only		 United States Environmental Protection Agency Washington, DC 20460 <b>Hazardous Waste Permit Application</b> <b>Part A</b> <small>(See instructions before completion)</small>	
Date Received Month / Day / Year			
<input type="checkbox"/> Installation's EPA ID Number (Mark 'X' in the appropriate box)		<input checked="" type="checkbox"/> Part A Amendment # <u>2</u>	
I. Installation's EPA ID Number CAD 000072751		II. Secondary ID Number (If applicable)	
III. Name of Facility GOLDEN EAGLE REFINERY			
IV. Facility Location (Physical address not P.O. Box or Route Number)			
A. Street 150 SOLANO WAY			
Street (Continued)			
City or Town MARTINEZ		State CA	Zip Code 94553-1487
County Code 00	County Name CONTRA COSTA		
B. Land Type P	C. Geographic Location LATITUDE (Degrees, Minutes & Seconds) 38 01 40 N		D. Facility Existence Date MONTH / DAY / YEAR 12 / 04 / 1993
LONGITUDE (Degrees, Minutes & Seconds) 122 04 10 E			
V. Facility Mailing Address			
Street or P.O. Box 150 SOLANO WAY			
City or Town MARTINEZ		State CA	Zip Code 94553-1487
VI. Facility Contact (Person to be contacted regarding waste activities at facility)			
Name (Last) SPRADLIN		(First) HILDING	
Job Title SR ENV. ENGR		Phone Number (Area Code and Number) 925-370-3213	
VII. Facility Contact Address (See instructions)			
A. Contact Address (Location, Mailing, Office) <input checked="" type="checkbox"/>		B. Street or P.O. Box	
City or Town		State	Zip Code

Please print or type with ELJTE type (12 characters per inch) in the unshaded areas only

Form Approved OMB No. 2050-0034 Expires 9-30-98  
 GSA No. 0248-EPA-07

EPA ID Number (Enter from page 1)												Secondary ID Number (Enter from page 1)											
CAD000072751																							

VII. Operator Information (See instructions)

Name of Operator																							
TOSCO REFINING COMPANY																							

Street or P.O. Box																							
1380 SAN PABLO AVENUE																							

City or Town												State						ZIP Code					
RODEO												CA						94572-1299					

Phone Number (Area Code and Number)												B. Operator Type						C. Change of Operator Indicator						Date Changed					
510-799-4411												P						Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>						Month: Day: Year:					

VIII. Facility Owner (See instructions)

A. Name of Facility's Legal Owner																							
TESORO REFINING & MARKETING CO.																							

Street or P.O. Box																							
150 SOLANO WAY																							

City or Town												State						ZIP Code					
MARTINEZ												CA						94553-1487					

Phone Number (Area Code and Number)												B. Owner Type						C. Change of Owner Indicator						Date Changed					
925-228-1220												P						Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>						Month: Day: Year: 05/17/02					

IX. SIC Codes (4-digit, in order of significance)

Primary												Secondary											
2911 (Description) Petroleum Refining																							

Secondary												Secondary											

Secondary												Secondary											

X. Other Environmental Permits (See instructions)

A. Permit Type (Enter code)						B. Permit Number						C. Description					
-----------------------------	--	--	--	--	--	------------------	--	--	--	--	--	----------------	--	--	--	--	--

N						CAD0004961						NPDES Permit					
E												BAAQMD General Air Permit					
P						E43, NSR443											

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please print or type with ELTE type (12 characters per inch) in the unshaded areas only

Form Approved, OMB No. 2050-0034 Expires 9-30-98  
 GSA No. 0246-EPA-07

EPA Form Number (Enter from page 1) **CAD0000072751** Secondary ID Number (Enter from page 1)

**Name of Business (Provide a brief description)**  
**Petroleum Refining**

The one surface impoundment contained in the 6/21/83 revised PART A application was removed from service in December 1983. Closure was approved by CAL-EPA, DTSC and USEPA on 12/6/1988. The unit is undergoing post-closure pursuant to Permit No. 98-NC-005 dated 6/30/1998.

**Process Codes and Design Capacities**

**PROCESS CODE:** Enter the additional listing process codes below that best describes each process (or) process at the facility. Thirteen codes are provided for engineering codes. If more than are needed, attach separate sheets of paper with the additional information. For other processes (i.e., 999, 999, etc. and X99) describe the process (including listing design capacity) units and units provided in item XIII.

**PROCESS DESIGN CAPACITY:** For each code entered in column A, enter the capacity of the process.

**AMOUNT:** Enter the amount, in a case where design capacity is not applicable (such as in a closure, post-closure or enforcement action) enter the total amount of waste for that process.

**UNIT OF MEASURE:** For each amount entered in column B(1), enter the code from the list of unit measure codes below that describes the unit of measure used. Only the units of measure that are listed below should be used.

**PROCESS TOTAL NUMBER OF UNITS:** Enter the total number of units used with the corresponding process code.

PROCESS CODE	PROCESS	APPROPRIATE UNITS OF MEASURE FOR PROCESS DESIGN CAPACITY	PROCESS CODE	PROCESS	APPROPRIATE UNITS OF MEASURE FOR PROCESS DESIGN CAPACITY
<b>Disposal:</b>			<b>Smelting, Melting, Or Refining Furnace</b>		
D79	Underground Injection	Gallons; Liters; Gallons Per Day; or Liters Per Day	T87	Titanium Dioxide Chloride Process Oxidation Reactor	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Kilograms Per Hour; Metric Tons Per Day; Metric Tons Per Hour; Short Tons Per Day; or Btu's Per Hour
D80	Landfill	Acres-foot or Hectare-meter	T88		
D81	Land Treatment	Acres or Hectares	T89	Methane Reforming Furnace	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Metric Tons Per Day; Metric Tons Per Hour; Short Tons Per Day; or Btu's Per Hour
D82	Ocean Disposal	Gallons Per Day or Liters Per Day	T90	Pulping Liquor Recovery Furnace	
D83	Surface Impoundment	Gallons or Liters	T91	Combustion Device Used In The Recovery Of Sulfur Values From Spent Sulfuric Acid	Cubic Yards or Cubic Meters
D99	Other Disposal	Any Unit of Measure Listed Below	T92	Halogen Acid Furnaces	
<b>Storage:</b>			T93	Other Industrial Furnaces Listed In 40 CFR §260.10	Cubic Yards or Cubic Meters
S01	Container (Barrel, Drum, Etc.)	Gallons or Liters	T94	Containment Building/Treatment	
S02	Tank	Gallons or Liters	<b>Miscellaneous (Subpart X):</b>		
S03	Waste Pile	Cubic Yards or Cubic Meters	X01	Open Burning/Open Detonation	Any Unit of Measure Listed Below
S04	Surface Impoundment	Gallons or Liters	X02	Mechanical Processing	Short Tons Per Hour; Metric Tons Per Day; Metric Tons Per Day; Pounds Per Hour; or Kilograms Per Hour
S05	Drip Pad	Gallons or Liters	X03	Thermal Unit	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Kilograms Per Hour; Metric Tons Per Day; or Btu's Per Hour
S06	Containment Building/Storage	Cubic Yards or Cubic Meters	X04	Geologic Repository	Cubic Yards or Cubic Meters
S99	Other Storage	Any Unit of Measure Listed Below	X99	Other Subpart X	Any Unit of Measure Listed Below
<b>Treatment:</b>					
T01	Tank	Gallons Per Day or Liters Per Day			
T02	Surface Impoundment	Gallons Per Day or Liters Per Day			
T03	Inclinerator	Short Tons Per Hour; Metric Tons Per Hour; Gallons Per Hour; Liters Per Hour; or Btu's Per Hour			
T04	Other Treatment	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Kilograms Per Hour; Metric Tons Per Day; Metric Tons Per Hour; Short Tons Per Day; or Btu's Per Hour			
T80	Boller	Gallons or Liters			
T81	Cement Klin	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Kilograms Per Hour; Metric Tons Per Day; or Btu's Per Hour			
T82	Lime Klin	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Kilograms Per Hour; Metric Tons Per Day; or Btu's Per Hour			
T83	Aggregate Klin	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Kilograms Per Hour; Metric Tons Per Day; or Btu's Per Hour			
T84	Phosphate Klin	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Day; or Btu's Per Hour			
T85	Coke Oven	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Day; or Btu's Per Hour			
T86	Blast Furnace	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Day; or Btu's Per Hour			

UNIT OF MEASURE	UNIT OF MEASURE CODE	UNIT OF MEASURE	UNIT OF MEASURE CODE	UNIT OF MEASURE	UNIT OF MEASURE CODE
Gallons	G	Short Tons Per Hour	D	Cubic Yards	Y
Gallons Per Hour	E	Metric Tons Per Hour	W	Cubic Meters	C
Gallons Per Day	U	Short Tons Per Day	N	Acres	B
Liters	L	Metric Tons Per Day	S	Acres-foot	A
Liters Per Hour	H	Pounds Per Hour	J	Hectares	Q
Liters Per Day	V	Kilograms Per Hour	R	Hectare-meter	F
				Btu's Per Hour	I



Please print or type with ELITE type (12 characters per inch) in the unshaded areas only Form Approved OMB No. 2030-0034 Expires 9-30-98  
GSA No. 0243-EPA-07

EPA ID Number (Enter from page 1) Secondary ID Number (Enter from page 1)

**CAD000072751**  

**XIV. Description of Hazardous Wastes**

**A. EPA HAZARDOUS WASTE NUMBER:** Enter the four-digit number from 40 CFR Part 261 Subpart D of each listed hazardous waste you will handle. For hazardous wastes which are not listed in 40 CFR Part 261 Subpart D, enter the four-digit number(s) from 40 CFR Part 261 Subpart C that describes the characteristics and/or the toxic contaminants of those hazardous wastes.

**B. ESTIMATED ANNUAL QUANTITY:** For each listed waste entered in column A estimate the quantity of that waste that will be handled on an annual basis. For each characteristic or toxic contaminant entered in column A estimate the total annual quantity of all the non-listed waste(s) that will be handled which possess that characteristic or contaminant.

**C. UNIT OF MEASURE:** For each quantity entered in column B enter the unit of measure code. Units of measure which must be used and the appropriate codes are:

ENGLISH UNIT OF MEASURE	CODE	METRIC UNIT OF MEASURE	CODE
POUNDS	P	KILOGRAMS	K
TONS	T	METRIC TONS	M

If facility records use any other unit of measure for quantity, the units of measure must be converted into one of the required units of measure taking into account the appropriate density or specific gravity of the waste.

**D. PROCESSES:**

**1. PROCESS CODES:**

For listed hazardous waste - For each listed hazardous waste entered in column A, select the code(s) from the list of process codes contained in item XII A on page 10 to indicate how the waste will be stored, treated, and/or disposed of at the facility.

For non-listed hazardous waste - For each characteristic or toxic contaminant entered in column A, select the code(s) from the list of process codes contained in item XII A on page 10 to indicate all the processes that will be used to store, treat, and/or dispose of all the non-listed hazardous waste(s) that possess that characteristic or toxic contaminant.

**NOTE: THREE SPACES ARE PROVIDED FOR ENTERING PROCESS CODES. IF MORE ARE NEEDED:**

1. Enter the first two as described above.

2. Enter "000" in the extreme right box of item XIV-D(1).

3. Enter in the space provided on page 7, item XIV-E, the line number and the additional code(s).

**2. PROCESS DESCRIPTION:** If a code is not listed for a process that will be used, describe the process in the space provided on the form (D. (2)).

**NOTE: HAZARDOUS WASTES DESCRIBED BY MORE THAN ONE EPA HAZARDOUS WASTE NUMBER:** Hazardous wastes that can be described by more than one EPA Hazardous Waste Number shall be described on the form as follows:

- Select one of the EPA Hazardous Waste Numbers and enter it in column A. On the same line complete columns B, C, and D by estimating the total annual quantity of the waste and describing all the processes to be used to treat, store, and/or dispose of the waste.
- In column A of the next line enter the other EPA Hazardous Waste Number that can be used to describe the waste. In column D(2) on this line enter "Included with above" and make no other entries on this line.
- Repeat step 2 for each EPA Hazardous Waste Number that can be used to describe the hazardous waste.

**EXAMPLE FOR COMPLETING ITEM XIV (shown in line numbers X-1, X-2, X-3, and X-4 below):** A facility will treat and dispose of an estimated 900 pounds per year of chrome plating from leather tanning and finishing operation. In addition, the facility will treat and dispose of three non-listed wastes. Two wastes are corrosive only and there will be an estimated 200 pounds per year of each waste. The other waste is corrosive and ignitable and there will be an estimated 100 pounds per year of that waste. Treatment will be in an incinerator and disposal will be in a landfill.

Line Number	A. EPA HAZARDOUS WASTE NO. (Enter code)	B. ESTIMATED ANNUAL QUANTITY OF WASTE	C. UNIT OF MEASURE (Enter code)	D. PROCESSES	
				(1) PROCESS CODES (Enter code)	(2) PROCESS DESCRIPTION (If a code is not entered in D(1))
X-1	D-000	900	P	D-000	
X-2	D-000	200	P	D-000	
X-3	D-000	100	P	D-000	
X-4	D-000	200	P	D-000	Incorporate With Above

Please print or type with ELITE type (12 characters per inch) in the unshaded areas only

Form Approved OMB No. 2050-0034 Expires 0-30-96  
 GSA No. 0248-EPA-07

EPA ID Number (Enter on page 1) **CAD000072751** Secondary ID Number (Enter on page 1)

XIV Description of Hazardous Waste (Continued)

Unit Number	EPA Hazardous Waste Code (Enter code)	Estimated Annual Quantity of Waste	Unit Measure (Enter code)	Processes	
				Process Code (Enter code)	Process Description (Enter code if not entered in 01)
1	NA	NA	NA	NA	NA
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					
33					

Please print or type with ELITE type (12 characters per inch) in the unshaded areas only

Form Approved, OMB No. 2150-0004 Expires 9-30-96  
 GSA No. 0248-EPA-07

EPA ID Number (Enter from page 1)	Secondary ID Number (Enter from page 1)
CAD000072751	

**XVI. Map**

Attach to this application a topographic map, or other equivalent map, of the area extending to at least one mile beyond property boundaries. The map must show the outline of the facility, the location of each of its existing and proposed intake and discharge structures, each of its hazardous waste treatment, storage, or disposal facilities, and each well where it injects fluids underground. Include all springs, rivers and other surface water bodies in this map area. See instructions for precise requirements.

**XVII. Facility Drawings**

All existing facilities must include a scale drawing of the facility (see instructions for more detail).

**XVIII. Photographs**

All existing facilities must include photographs (aerial or ground-level) that clearly delineate all existing structures; existing storage, treatment and disposal areas; and sites of future storage, treatment or disposal areas (see instructions for more detail).

**XVIII. Certification(s)**

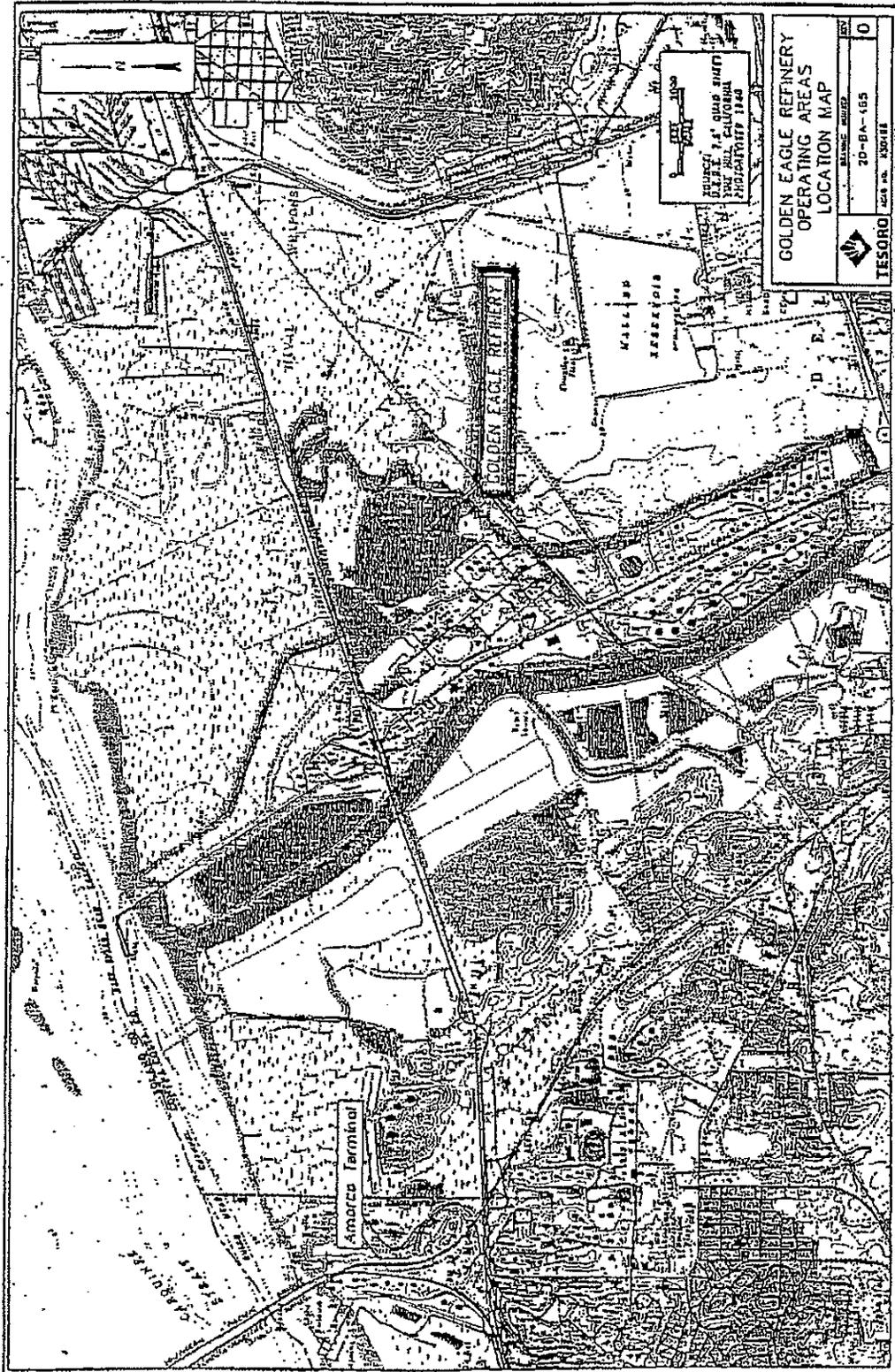
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Owner Signature	Date Signed 5-28-02
Name and Official Title (Type or print) J.W. Haywood, Sr VP, Refinery Manager	
Owner Signature	Date Signed
Name and Official Title (Type or print)	
Operator Signature	Date Signed
Name and Official Title (Type or print) Willie C.W. Chiang, General Manager, Tosco Refining Company	
Operator Signature	Date Signed
Name and Official Title (Type or print)	

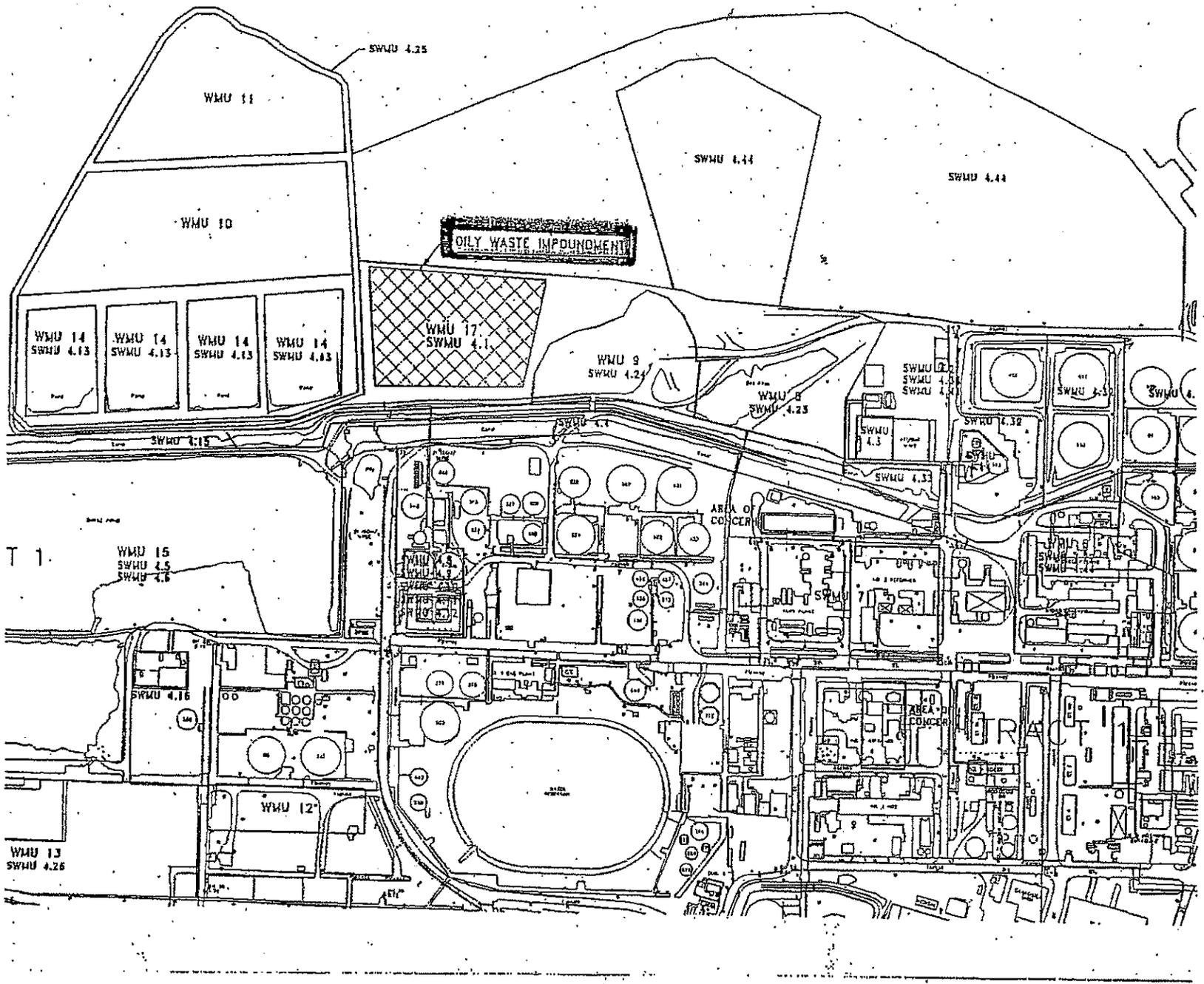
**XIX. Comments**

Note: Mail completed form to the appropriate EPA Regional or State Office. (Refer to instructions for more information)

### ATTACHMENT 2 FACILITY MAP



ATTACHMENT 3  
LOCAL AREA MAP



## ATTACHMENT 4 PERMIT MODIFICATION HISTORY

### July 3, 2002: Class 1\* Modification

This permit was modified to reflect the transfer of ownership from the Tosco Refining Company to the Ultramar Inc., located at 150 Solano Way in Martinez. Ultramar Inc. purchased the assets of Tosco Refining Company at the above described location on September 1, 2000. DTSC received a request for a Class 1 Modification to modify the Post-Closure Permit to reflect the change in ownership in a letter dated April 29, 2002.

### April 1, 2003: Class 1\* Modification

This permit was modified to reflect the transfer of ownership from the Ultramar Inc., Golden Eagle Refinery to the Tesoro Refining and Marketing Company, Golden Eagle Refinery located at 150 Solano Way in Martinez. Tesoro purchased the assets of Ultramar Golden Eagle Refinery at the above described location on May 17, 2002. DTSC received a request for a Class 1 Modification to modify the Post-Closure Permit to reflect the change in ownership in a letter dated May 28, 2002.

**Attachment 4  
Refinery Hazardous Waste  
Contingency Plan**

Tesoro Refining and Marketing Company  
Golden Eagle Refinery  
150 Solano Way  
Martinez, California 94553-1487

## **Hazardous Waste Contingency Plan**

## TABLE OF CONTENTS

1.0	INTRODUCTION	1-1
1.1	Defining Hazardous Waste	1-1
1.2	Purpose of the Hazardous Waste Contingency Plan	1-2
1.3	Scope	1-3
1.4	Copies of the Hazardous Waste Contingency Plan	1-3
1.5	Amendments to the Hazardous Waste Contingency Plan	1-4
1.6	General Facility Information	1-4
1.7	Refinery Hazardous Waste Streams	1-5
1.8	Refinery Hazardous Waste 90-Day Storage And Treatment Units	1-7
2.0	LOCAL EMERGENCY RESPONSE ORGANIZATIONS	2-0
2.1	Emergency Response Organizations	2-1
2.2	Coordination Agreements	2-1
3.0	EMERGENCY ORGANIZATION	3-1
3.1	First Responder	3-1
3.2	Security-2222	3-1
3.3	Operations Department	3-1
3.4	Health and Safety (H&S) Department	3-1
3.5	Facility Emergency Response Coordinators	3-2
3.6	Incident Commander	3-2
4.0	EMERGENCY CONTACTS	4-1
5.0	EMERGENCY EQUIPMENT	5-1
5.1	Introduction	5-1
5.2	Communications and Alarm Equipment	5-2
5.3	Fire Fighting Equipment	5-2
5.4	Personal Protective Clothing and Decontamination Equipment	5-3
5.5	Spill Control Equipment	5-3
5.6	Safety Equipment	5-4

## TABLE OF CONTENTS

6.0 EMERGENCY RESPONSE PROCEDURES	6-1
6.1 Introduction	6-1
6.2 General Response Procedures	6-1
6.3 Agency Notification.	6-3
6.4 Contingency Plan Activation	6-5
6.5 Evacuation	6-7

## LIST OF APPENDICES

- A. LOCATION MAP OF GOLDEN EAGLE REFINERY
- B. EXAMPLE COVER LETTER TO PUBLIC AGENCIES
- C. EXAMPLE HWCP RECEIPT FORM
- D. REFINERY EMERGENCY CONTACTS
- E. LOCATIONS OF FIRE AND SAFETY EQUIPMENT
- F. MAJOR FIRE FIGHTING EQUIPMENT AND VEHICLES
- G. SPILL CONTROL/CLEANUP AND LOCATIONS
- H. REPORTING CHECKLIST WITH REPORTABLE QUANTITIES AND NOTICE REPORTING FORM
- I. PROCESS PLANNING AND RESPONSE

## 1.0 INTRODUCTION

### 1.1 DEFINING HAZARDOUS WASTE

A "waste" is any material for which no use or reuse is intended. In addition, any material which is mislabeled, unlabeled, inadequately labeled or packaged in damaged or deteriorated containers may be considered a waste if it poses a threat to public health or the environment.

The California Health and Safety Code defines a hazardous waste as a waste or combination of wastes which may:

- Cause or contribute to an increase in mortality or an increase in serious irreversible or incapacitating illness; or
- Pose a substantial hazard to human health/environment when improperly treated, stored, transported, managed or disposed.

California also identifies wastes as hazardous if they exhibit certain hazardous characteristics such as ignitability, corrosivity, reactivity, and toxicity.

Under federal guidelines, if a waste appears on the lists of hazardous wastes in Title 40 Code of Federal Regulations, then the waste is considered hazardous. Wastes have been placed on these lists because they are known to exhibit certain toxicological properties with respect to human health and the environment, or they are known to be dangerous, difficult to store, or dispose of effectively.

There are ten federally "listed" hazardous wastes for refineries including:

- DAF Float;
- Slop Oil Emulsion Solids;
- Heat Exchanger Bundle Cleaning Solids;
- API Separator Sludge;
- Leaded Tank Bottoms;
- Crude Oil Tank Bottoms;
- Clarified Slurry Oil Tank Bottoms;
- Primary Treatment Sludge;
- Spent Hydrotreating Catalyst; and
- Spent Hydrorefining Catalyst.

A waste may also be considered hazardous if it exhibits one or more of the following characteristics:

Ignitability - Includes flammable, compressed gases and oxidizers. Liquids with a flash point equal to or less than 140°F and non-liquids capable of causing fire through absorption of moisture or spontaneous chemical changes and which burn so vigorously that they create a hazard.

Corrosivity - Dissolves metals or other materials, burns the skin or eyes on contact. Includes liquids with pH equal to or less than 2 or equal to or greater than 12.5 or, by mixture with an equivalent weight of water, produces a solution with those pH characteristics. Liquids or mixtures which corrode steel at a rate greater than 0.250 inch per year at a temperature of 130°F (6.35 mm at 35°C) are also considered corrosive.

Reactivity - Material that is unstable, or capable of undergoing rapid or violent chemical reactions such as catching fire, exploding or giving off fumes when exposed to or mixed with water, air, or other materials. Includes a normally unstable chemical, chemicals which generate toxic gases, vapors or fumes when mixed with water and those materials which are capable of detonation or explosive reactions. Examples include sulfides and cyanides.

Toxicity - A waste is toxic if it contains certain concentrations of specific toxic heavy metals, certain organic compounds, or can cause illness or death if inhaled, swallowed or absorbed through the skin. Of all of the hazardous waste characteristics, this one is the most indefinite. Lists of organic and inorganic persistent/bioaccumulative substances, carcinogens and toxics must be checked. Benzene is a common substance on these lists. California has also instituted a fish toxicity test to determine if a waste is hazardous.

## **1.2 PURPOSE OF THE HAZARDOUS WASTE CONTINGENCY PLAN**

The purpose of the Hazardous Waste Contingency Plan (HWCP) is to minimize hazards to human health or the environment such as those that might occur from hazardous waste fires, explosions, or major unplanned sudden or non-sudden releases of hazardous waste to air, soil, or surface water. In the event that any of these situations occur at the Golden Eagle Refinery, the provisions of this plan must be carried out immediately.

This document satisfies requirements set forth in the California Code of Regulations (CCR), Title 22, Division 4.5, Chapter 12, Article 3, Section 66262.34 which specifies that generators of

hazardous waste must have a Hazardous Waste Contingency Plan as outlined in Chapter 15, Article 4, Sections 66265.50 through 66265.56. Table 1 at the beginning of this document provides a cross-reference of applicable regulatory requirements for this HWCP. This document also satisfies Contingency Plan requirements set forth in Title 40, Code of Federal Regulations (CFR), Part 265 Subpart D as required by 40 CFR 262.34 (a)(4).

### **1.3 SCOPE**

This HWCP describes the responsibilities and actions of Golden Eagle Refinery personnel in response to hazardous waste fires, explosions and hazardous waste releases including refinery emergency organization, internal notifications, and emergency response procedures. It also describes emergency response equipment, communications equipment, agency notifications, and arrangements, which have been made with local police departments, fire departments, hospitals and other outside response organizations to assist in coordinating emergency services.

The HWCP supplements the primary refinery Emergency Response Manual (ERM) which is kept on file throughout the facility. The HWCP is only intended to address emergencies involving hazardous waste and is not intended to conflict with or replace existing, effective emergency plans such as the Fire Response Plan and the Oil Spill Response Plan. The Emergency Response Manual contains additional emergency contact and procedural information that may be referenced in the event of an emergency involving hazardous waste.

### **1.4 COPIES OF THE HWCP**

The HWCP and all revisions to the HWCP will be kept on file at the Golden Eagle Refinery. Copies have been distributed to appropriate personnel throughout the refinery. Copies have also been provided to outside agencies that may be called upon to provide emergency response assistance in a hazardous waste emergency.

### **1.5 AMENDMENTS TO THE HWCP**

The HWCP will be reviewed and amended as necessary whenever:

- Applicable regulations are revised;
- The HWCP fails in an emergency;

**Table 1.1**  
**Typical Hazardous Waste Streams**

---

Contaminated soil (petroleum or other contaminants)  
Tank bottoms  
Spent catalyst  
Asbestos  
Cleanup residues  
Oily gloves  
Aerosol cans  
API/DNF/Slop oil waste  
PCB's (transformers)  
Paint cans  
Abrasive blast  
Batteries  
Primary sludge (sewer sludge)  
Oily booms/filters  
Tank seals  
Waste drums  
Solvents  
Heat Exchanger Bundle Cleaning Solids  
Wastewater Sludge

## 1.8 HAZARDOUS WASTE 90-DAY STORAGE AND TREATMENT UNITS

There are currently three 90-day hazardous waste storage areas. There are also a varied number of roll-off bins temporarily stationed throughout the refinery that individually qualify as 90-day hazardous waste storage areas. In addition, there are two hazardous waste treatment units and a closed surface impoundment at the refinery. The hazardous waste 90-day storage areas include:

- 1) Drum Management Area  
Location: 5th Street and O Street  
Managed by: Environmental Department Waste Handling Group
- 2) Turn Around Waste Facility (TAWF)  
Location: South of API Separator  
Managed by: Environmental Department Waste Handling Group
- 3) Roll-Off Bin Staging Area  
Location: 3<sup>rd</sup> and N Street  
Managed by: Environmental Department Waste Handling Group

The two hazardous waste treatment units at the refinery include:

- 1) No. 3 Water Treatment Plant (WTP) Demineralizer Regeneration System  
Location: 2nd Street and A Street (see Attachment G)  
Managed by: Operations Department  
California Permit Status: Exempt
- 2) Chemical Plant Waste Acid Neutralization System (WAN)  
Location: E Street and 7th Street (see Attachment G)  
Managed by: Operations Department  
California Permit Status: Conditional Authorization

One hazardous waste management unit was removed from service in 1983 but is still regulated under RCRA. The unit was closed under RCRA and Title 22 CCR in 1988, and is currently under post-closure care. This unit is:

- 1) Oily Waste Impoundment (SMWU-17)  
Location: East of the Oily Water Canal and Northwest of the coke pile  
Managed by: Tesoro Refining and Marketing Company (ART project)  
California Permit Status: Undergoing Post-Closure

## 2.0 LOCAL EMERGENCY RESPONSE ORGANIZATION

### 2.1 EMERGENCY RESPONSE ORGANIZATION

In accordance with regulatory requirements, copies of the HWCP have been provided to the following state and local agencies that may be called upon to assist in providing emergency services to the refinery:

Emergency Response Organization	Phone Number
Contra Costa County Health Services Department	925-646-1112
Contra Costa Fire Protection District	925-757-1303
Mount Diablo Medical Center	925-682-8200
CALSTAR (California Shock/Trauma Air Rescue)	1-800-252-5050 (dispatcher), or 925-798-7670 (heli pad)
Center for Occupational Medicine	925-825-2000
Martinez Police	925-372-3440, 925-372-3445, or 911
Contra Costa Sheriff	925-313-2400, 925-646-2441, or 911
Concord Police	925-671-3322, 925-676-1837, or 911
California Highway Patrol	925-646-4980
California Office of Emergency Services	1-800-852-7550
U.S. Coast Guard	510-437-3701 or 1-800-424-8802
American Medical Response	925-676-1212

### 2.2 COORDINATION AGREEMENTS

Each of the agencies above has been contacted regarding their ability and desire to assist in responding to a hazardous waste emergency at the refinery. Although the refinery is fully equipped to respond to all hazardous waste emergencies, the need for additional assistance may be warranted depending on the nature of the emergency (multiple injuries, required evacuation, etc.).

Agencies have been requested to review the HWCP and to complete and return the Contingency Plan Receipt Form (Coordination Agreement). The Receipt Form indicates whether or not an agency will respond in the event of a major emergency related to hazardous waste.

Copies of the cover letter are available to agency inspectors and interested parties, upon request.

## **3.0 EMERGENCY ORGANIZATION**

### **3.1 FIRST RESPONDER**

Any employee who has knowledge of or discovers a hazardous waste release/spill, which may threaten human health or the environment, may initiate an emergency response by contacting Security Control (Security) at 2222.

### **3.2 SECURITY - 2222**

Security immediately sounds the emergency alarms when contacted about emergencies involving hazardous waste. In addition, Security immediately notifies the Shift Superintendent. Security may make additional contacts as requested by the Shift Superintendent. Security is manned 24 hours a day, 365 days a year, and may be reached at any time by dialing 2222 (internal) or 925-228-1220 (external).

### **3.3 OPERATIONS DEPARTMENT**

A Shift Superintendent is available at all times by telephone (925-372-3047) to provide rapid response to any refinery emergency. The Shift Superintendent is thoroughly familiar with all aspects of refinery operations. The Shift Superintendent will work in conjunction with refinery management, refinery response personnel, and other off-site emergency response personnel in evaluating, responding to, and containing any hazardous waste release, fire, or explosion. In addition, the Shift Superintendent or his/her designee will immediately notify the appropriate regulatory agencies (SEE EMERGENCY PROCEDURES, AGENCY NOTIFICATION) then activate the on-call Environmental Department pager.

### **3.4 HEALTH AND SAFETY DEPARTMENT**

The Health and Safety (H&S) Department provides fire fighting, spill response, safety and rescue functions in the event of any refinery emergency. When contacted, the H&S Department may request the activation of the internal fire fighting/rescue/HAZMAT response organizations depending on the nature of the emergency.

### **3.5 FACILITY EMERGENCY RESPONSE COORDINATORS**

Through a continuous rotation of responsibility, there is, at any given time, one member of senior management designated as the on-call Facility Emergency Response Coordinator (ERC). The on-call ERC carries a long-range pager so that he/she may be reached at all times. The ERC may activate the HWCP or procedures found in the Emergency Response Manual at his/her discretion depending on the nature, time, and circumstances of the emergency. The ERC may contact additional Emergency Coordinators and set up the refinery's Emergency Operations Center (EOC), if needed.

The ERC is responsible for necessary communications, notifications, coordination of internal or external emergency/medical services, and contractors. If an Incident Commander (IC) has not already assumed control of the situation in the field; then the ERC may designate an IC. The ERC provides assistance to the IC in the field and performs administrative support functions during the emergency such as media communications and agency notifications.

#### **Emergency Support Staff**

The Support Staff team provides support functions to the ERC both during and after a response. Departments providing support include Maintenance, Security, Environmental, Public Affairs, Operations, and H&S.

The Environmental Department (ED) has personnel on-call 24 hours a day, by pager, in the event of an environmental incident. ED will provide technical assistance, make appropriate notifications, and act as liaison with outside regulatory agencies.

### **3.6 INCIDENT COMMANDER (IC)**

The IC is the person in charge of the overall emergency. The IC is generally the Shift Superintendent. The IC will assess the severity and hazard(s) presented by any incident and determine the degree of the response needed. The IC has been trained in emergency response actions and directs emergency activities.

## **Emergency Response Team**

The Golden Eagle Refinery has a volunteer group dedicated to responding to refinery fires, explosions or releases of hazardous substances. The Emergency Response Team (ERT) members receive a minimum of 40 hours of annual training in emergency response procedures, first-aid, rescue, fire prevention, and fire fighting. The ERT consists of approximately 80 volunteers who are on-call by pager. Members have been trained to the "First Responder Awareness Level," OSHA 29 CFR 1910.120 (q)(6)(i).

The Hazardous Materials Attack Team (HAZMAT) consists of ERT members who have been trained to respond specifically to incidents of hazardous materials or waste releases in the refinery. Each HAZMAT member has been trained to the "First Responder Operations Level" 29 CFR 1910.120 (q)(6)(ii). Eight group leaders have received additional training in such areas as spill control, decontamination and clean-up. All HAZMAT members are available 24 hours a day, by pager. A HAZMAT vehicle, containing a variety of equipment used to respond to chemical releases, is available for use by the Hazardous Materials Attack Team (See Section 5, Equipment, for details). Detailed information on the organization and Standard Operating Procedures for HAZMAT is available on-site at the refinery.

Additional details regarding positions, responsibilities, and the refinery emergency response organization can be found in the Refinery Emergency Response Manual. A listing of Golden Eagle Refinery Emergency Contacts is provided in Appendix D.

#### 4.0 EMERGENCY CONTACTS

Appendix D includes (1) a list of emergency contact phone numbers, and (2) the names and company phone numbers and addresses for the on-call Facility Emergency Response Coordinators. However, for security reasons, the home phone numbers and addresses for the Emergency Response Coordinators is not provided.

As described in Section 3.0, there is an Incident Commander at the refinery seven days a week, 24-hours a day. The Incident Commander is in command initially whenever there is an emergency involving this plan. The Incident Commander has a list of the home phone numbers and addresses of each of the Emergency Response Coordinators. Agencies can make arrangements to see this list at the refinery by either contacting the Incident Commander by phoning 925-372-3047 or contacting the Human Resource Department during normal business hours.

## 5.0 EMERGENCY EQUIPMENT

### 5.1 INTRODUCTION

A variety of emergency response equipment is available at the Golden Eagle Refinery. In addition to the equipment distributed throughout the facility, there are supplies of safety and emergency equipment kept at the Health and Safety (H&S) Department, the refinery Central Tool Room, the Tract 3 Boathouse, areas in the plant where hazardous waste is stored such as the Drum Management Area, and the Fixed Treatment Unit (FTU) in the refinery. Each Health and Safety vehicle is also equipped with emergency response equipment such as fire extinguisher, fire hose, nozzles and flashlights. A HAZMAT Trailer and a refinery Rescue Van are on the premises and contain important response equipment in the event of an emergency.

A program for the routine inspection of emergency equipment has been developed to ensure such equipment is available to perform its intended function. All refinery fire fighting and safety equipment such as fire extinguishers, Self Contained Breathing Apparatus (SCBA), fire hoses, safety lockers, and eyewash/safety showers located throughout the complex are inspected monthly<sup>1</sup>. Plant emergency sirens/signals and radio communication equipment are tested weekly. Spill response equipment located in the Drum Management Area and the FTU are inspected regularly.

The Emergency Response Center (EOC) is the designated facility from which the Facility Emergency Response Coordinator manages an emergency. The EOC is equipped with radios, telephones, Guideline Manuals, DOT Manuals, MSDS Sheets, maps, the Emergency Response Manual, and other resources that may be of use in a major emergency. A detailed list of EOC equipment can be found in the Emergency Response Manual.

---

<sup>1</sup> Details on firewater systems flushing, fire hose hydrostatic testing, inspection schedules, etc., available from the H&S Department.

## 5.2 COMMUNICATIONS AND ALARM EQUIPMENT

A communication and internal alarm system has been established at the site to alert employees of emergency situations.

Some of the available communication equipment includes an emergency whistle, in-plant telephones, pager systems, a public address system, and two-way wireless radios. Emergency instructions are posted by each plant phone. The EOC also has telephones and radios for emergency use. Two-way radios are the primary method of communication with unit supervisors and personnel working in the field away from telephones. Channel number 1 is primarily used during an emergency response.

The following emergency whistle codes are used in the refinery:

- FIRE/EXPLOSION/VAPOR CLOUD                      Four (4) long blasts
- ALL CLEAR    Two (2) short blasts
- UNIT EMERGENCY    Six (6) short blasts

The following emergency whistle codes are used in the chemical plant:

- FIRE/HAZARDOUS MATERIALS RELEASE              Continuous blast
- EVACUATION    Series of short blasts
- HYDROGEN SULFIDE    WOW-WOW-WOW blasts
- ALL CLEAR    LONG-SHORT-LONG blasts

## 5.3 FIRE FIGHTING EQUIPMENT

The Golden Eagle Refinery is fully equipped to handle all fire fighting emergencies, which may occur at the facility. Primary protection is provided by trained, in-house personnel and in-house fire fighting equipment. The refinery also maintains an inter-refinery mutual aid agreement with

other local refineries so that they may assist in an emergency (see Emergency Response Manual, Mutual Aid).

Fire fighting equipment such as extinguishers, fire hoses, fire hydrants and SCBA are located throughout the facility. Some extinguishers are also maintained on emergency/Health and Safety vehicles. Locations of the general fire equipment in the refinery are shown in Appendix E. A list of fire fighting vehicles, with a detailed description and their locations is shown in Appendix F.

#### **5.4 PERSONAL PROTECTIVE CLOTHING AND DECONTAMINATION EQUIPMENT**

Personal protective equipment such as goggles, gloves, boots, and chemical resistant clothing are available to hazardous waste handlers and emergency responders in the event of an emergency. Equipment is located throughout the refinery including the Drum Management Area, the H&S Department, and the Personal Protective Equipment Center (PPEC). In addition, the HAZMAT Trailer contains personal protective clothing for the use of the HERO HAZMAT Group. A list of personal protective equipment for the HAZMAT Trailer, and the Drum Management Area is shown in Appendix G.

Decontamination equipment is located in the HAZMAT Trailer and the H&S Department. A detailed HAZMAT Trailer inventory of decontamination equipment is shown in Appendix G. In addition, emergency eyewash and shower stations are located throughout the refinery (see Appendix E).

#### **5.5 SPILL CONTROL EQUIPMENT**

Several methods or systems for spill control are provided at the refinery including secondary containment, the oily sewer system, vacuum trucks, portable pumps, etc. In addition, an inventory of spill control equipment and supplies, such as booms, pumps, and absorbents, is maintained on-site. A list of spill control equipment and locations in the refinery, which includes equipment for the FTU, are shown in Appendix G.

## 5.6 SAFETY EQUIPMENT

A variety of other equipment that is located on-site may be used in the event of a hazardous waste emergency. Safety equipment such as SCBA, fire blankets, safety showers, eye washers, stretchers, and first-aid kits are located throughout the facility. Locations of this equipment are shown in Appendix E and F (Drum Management Area). Safety equipment is also available at the H&S Department, and the PPEC.

## **6.0 EMERGENCY RESPONSE PROCEDURES**

### **6.1 INTRODUCTION**

In the event of a major hazardous waste emergency involving a release, the procedures that follow will be used.

The first priority in any emergency will be to protect human health and then the environment. Protection of property, identification of the hazardous substance, containment, cleanup and disposal will be the secondary response.

### **6.2 GENERAL RESPONSE PROCEDURES**

#### **FIRST RESPONDER:**

A) Notify SECURITY: CALL 2222. Also notify the Shift Supervisor or Area Supervisor if possible. Tell them:

- Your name, title and location
- Location of release
- Extent of injuries (if any)
- Environmental impact (air, water, soil, groundwater, wildlife)
- Quantity and size of the release (or best estimate)
- Apparent cause of the release
- Type of hazardous waste or substance

B) Take any steps necessary to secure your personal safety.

#### **SECURITY CONTROL:**

A) Sound the emergency whistle.

B) Contact the Shift Superintendent. If requested by the Shift Superintendent, also contact the H&S Department, Environmental Department (ED) and the on-call Facility Emergency Response Coordinator (see Emergency Contacts section). Relay the above information. Assist as requested. Record the event on the Spill Recording List. Provide traffic/access control.

#### **OPERATIONS DEPARTMENT**

A) Assist as needed.

#### **HEALTH AND SAFETY DEPARTMENT**

- A) Provide fire fighting, spill response, safety and rescue during an emergency.

### **SHIFT SUPERINTENDENT**

- A) If necessary, Contact (1) Contra Costa County Health Services Department (CCCHSD) and (2) the California Office of Emergency Services. Also, if necessary, contact the National Response Center (SEE AGENCY NOTIFICATION UNDER PROCEDURES)
- B) Contact the Environmental Department on-call pager immediately.

### **FACILITY EMERGENCY RESPONSE COORDINATOR**

- A) Assess required emergency management response on a case-by-case basis. Activate the refinery's Emergency Response Management Plan, if necessary. Notify the Refinery Manager.
- B) Activate EOC as needed and direct staff as outlined in Emergency Response Manual
- C) Ensure that the following actions are taken in accordance with Section 66265.56, Title 22, CCR:
- Internal alarms and communication systems activated
  - Personnel evacuated from affected area
  - Local response agencies notified if help is needed
  - Traffic control implemented for impacted area
  - Character, source, amount, and extent of released material identified
  - Possible hazards to human health and environment assessed
  - Direct and indirect effects of release considered (i.e., gases generated or runoff from chemicals used to control fire)
- D) Ensure that if a hazardous waste fire, explosion, or release presents a significant or potential hazard to human health, safety, property, or to the environment OFF-SITE, that the following actions are taken in accordance with Section 66265.56, Title 22, CCR:
- Local authorities notified for possible or immediate evacuation
  - Adjacent businesses notified directly
  - Assist local authorities in deciding whether local areas should be evacuated
  - State Office of Emergency Services notified (800-852-7550) (SEE AGENCY NOTIFICATION SECTION UNDER PROCEDURES)
- E) Ensure that all reasonable measures are taken to prevent the recurrence or spread of the release to other areas of the facility (66265.56) including:

- Where applicable, stopping the particular processes and operations involved
  - Collecting and containing the released waste
  - Removing and isolating containers
  - Monitoring for leaks, pressure buildup, gas generation, and rupture in valves or pipes, if facility stops operation
- F) After an emergency is under control, the ERC must take the following steps in accordance with Section 66265.56, Title 22, CCR:
- Provide for treating, storing, or disposing of recovered waste; contaminated soils; surface water; or any other waste that results from the incident
  - Ensure that no materials which are incompatible with any released materials are treated, stored, or disposed of until cleanup procedures completed
  - Ensure that all emergency equipment is cleaned or replaced and is fit for use before operations resume
  - Ensure that the incident is recorded in the operating record, including the time, date, and details
  - Ensure that the State Department of Toxic Substance Control (DTSC) and appropriate State and local authorities are notified that the above post-emergency response steps have been taken (Section F)
  - Ensure that a written report is submitted to the DTSC within fifteen (15) days of the incident (SEE AGENCY NOTIFICATION SECTION)
- G) Additional responsibilities for the ERC may be found in the Emergency Response Manual

### 6.3 AGENCY NOTIFICATION

When a hazardous waste release, fire, or explosion poses a present or potential hazard to human health, safety, property, or the environment, notification to regulatory agencies is required. The initial verbal notifications will be made by the Shift Superintendent, the ERC or his designee. Follow-up written notifications will be made by the Environmental Department staff.

Appendix H includes a checklist designed to assist the caller in identifying which agencies (if any) to notify. **Under no circumstances should a report to the agencies be delayed to determine the exact quantity released. If the quantity released is unknown, then report it as such. If there is doubt about whether an incident is reportable, it should be reported.**

## **IMMEDIATE NOTIFICATION<sup>1</sup>**

If it is determined by using the checklist in Appendix H, that the release is hazardous waste and STATE or LOCAL AGENCY NOTIFICATION is necessary, immediately contact:

<b>CONTRA COSTA COUNTY HEALTH SERVICES</b>	<b>925-646-2286 (Day)</b> <b>510-243-7220 (pager)</b>
<b>CA. OFFICE OF EMERGENCY SERVICES</b>	<b>1-800-852-7550</b>
<b>COUNTY HAZMAT</b>	<b>925-646-1112</b> <b>Pager 925-677-6700</b>

If the release has impacted surface water, marshland, or could potentially percolate to groundwater, also immediately contact (during normal business hours):

<b>REGIONAL WATER QUALITY CONTROL BOARD</b>	<b>510-622-2300</b>
---	---------------------

If it is determined by using the checklist in H, that FEDERAL AGENCY NOTIFICATION is necessary, immediately contact:

<b>NATIONAL RESPONSE CENTER</b>	<b>1-800-424-8802</b>
---------------------------------	-----------------------

All agencies should be provided, at a minimum, with the following information:

- 1) The name and telephone number of the person reporting the release. Name and phone number of an emergency contact person.
- 2) Incident location (the name and address of the facility).
- 3) Time and description of incident (fire, explosion, release).
- 4) Name of hazardous waste(s) involved and physical state(s).
- 5) An estimate of the quantity released.
- 6) The possible hazards to human health or the environment outside the facility.
- 7) Extent of injuries, if any.

## **FOLLOW UP WRITTEN NOTIFICATION**

WITHIN FIFTEEN (15) DAYS of the incident the ERC or designee must submit a report to the Department of Toxic Substance Control (DTSC) and include, at a minimum, the following:

- 1) Name, address and telephone number of the facility owner/operator
- 2) Name, address and telephone number of the facility itself
- 3) Date, time and type of incident
- 4) The extent of injuries, if any
- 5) An assessment of actual or potential hazards to human health or the environment where this is applicable

---

<sup>1</sup> All area codes are 925 unless otherwise noted.

- 6) An estimate of the quantity and disposition of recovered material that resulted from the incident

IF REQUESTED by CCHSD, the ERC or his designee must submit:

- 1) A written follow-up notification of the incident to CCCHSD WITHIN 72 HOURS by the entity responsible for the release either confirming, modifying, or updating the information provided in the initial verbal notification.
- 2) A written final report of the incident to CCCHSD, as soon as practicable, following the release but NO LATER THAN THIRTY (30) DAYS from the date of the release.

If the California Office of Emergency Services is contacted regarding a release, an Emergency Release Follow-Up Notice Reporting Form (Appendix H) must be submitted WITHIN THIRTY (30) DAYS to the following address:

Chemical Emergency Planning and Response Commission (CEPRC)  
Local Emergency Planning Committee  
Attn: Section 304 Reports  
2800 Meadowview Road  
Sacramento, CA 95832

If a written Emergency Release Follow-Up Notice Reporting Form has been submitted to the Chemical Emergency Planning and Response Commission, a copy of the form must be sent to CCCHSD.

ALL written reports to CCCHSD must be sent to the following address:

ATTENTION: DEPUTY DIRECTOR  
Contra Costa County Health Services Department  
Hazardous Materials Division  
4333 Pacheco Boulevard  
Martinez, CA 94553

## **6.4 CONTINGENCY PLAN ACTIVATION**

### **Incidents when the HWCP is Activated**

Activation of a particular emergency procedure or a specific emergency response action plan may constitute a reportable activation of the HWCP. Simply utilizing information in the HWCP for daily operations, minor hazardous waste spills, or for training purposes does not constitute an official activation of the HWCP. The IC or ED will make the final determination when and if the HWCP is or was activated for any given response to an incident involving hazardous waste. In general, the following activities involving hazardous waste would constitute activation of the HWCP:

- Injury, illness or death to an employee, visitor, or persons nearby the facility due to exposure to hazardous wastes being managed at the facility;
- Significant spills or releases (not considered to be minor process or hazardous waste spills) of hazardous waste which require emergency response actions and cleanup;
- Reportable releases of hazardous waste into the environment;
- Significant fires or explosions involving hazardous waste being managed at the facility;
- Incidents involving hazardous waste in which outside emergency response organizations are called upon to respond to the emergency; or
- Incidents in which employees, visitors, or the neighboring community must be evacuated per the evacuation plan as result of a hazardous waste incident.

Anytime the HWCP is deemed to be activated, the following steps must be taken:

- A report of the incident must be sent to the California DTSC office within 15 days per 22 CCR 66265.56(j);
- The report must also be included in the official facility Operating Record; and
- DTSC must be notified in writing within 30 days that operations affected by the emergency are restored to normal operating conditions, and how that was accomplished per 22 CCR 66265.56(j). Send such notification with a return receipt requested.

#### **Incidents in which the HWCP is not Activated**

On the IC, alternate, or the ED can make a determination whether or not the HWCP is considered to be activated. For incidents in which the HWCP is **not** activated, only an internal report of the incident to the operating record is necessary. The following are examples of incidents in which the HWCP will **not** be considered to be activated.

- Emergency situations not involving hazardous wastes;
- Reportable spills and releases of hazardous materials (which are not hazardous wastes);
- Spills of hazardous wastes that are deemed to be minor. Minor spills include:

- Spills which can be cleaned up by the operations/maintenance personnel without emergency response,
  - Spills which are totally contained and do not present a threat to human health or the environment; and
- Hazardous waste emergency practice drills.

It should be noted that response by the IC, alternate, or ERT to a hazardous waste incident or dialing 2222 to report a hazardous waste emergency does not in itself constitute activation of the HWCP. However, these incidents should always be recorded.

## 6.5 EVACUATION<sup>2</sup>

### On-Site

Golden Eagle Refinery Safety Order S-1 (Appendix I) contains evacuation plans for process areas in the refinery. When an emergency occurs which calls for an evacuation, it is essential that all non-operating personnel move to the evacuation sites defined in this Order and stay there until released.

Most, if not all, situations will involve an operating unit, and a shutdown of that unit may be necessary. If a shutdown is required, there is Self Contained Breathing Apparatus (SCBA) equipment to allow operators to safely shut the units down and to evacuate the area. If at all possible, operating units must be shut down prior to evacuating the area, or the unit could pose additional hazards during an uncontrolled shutdown.

### Off-Site

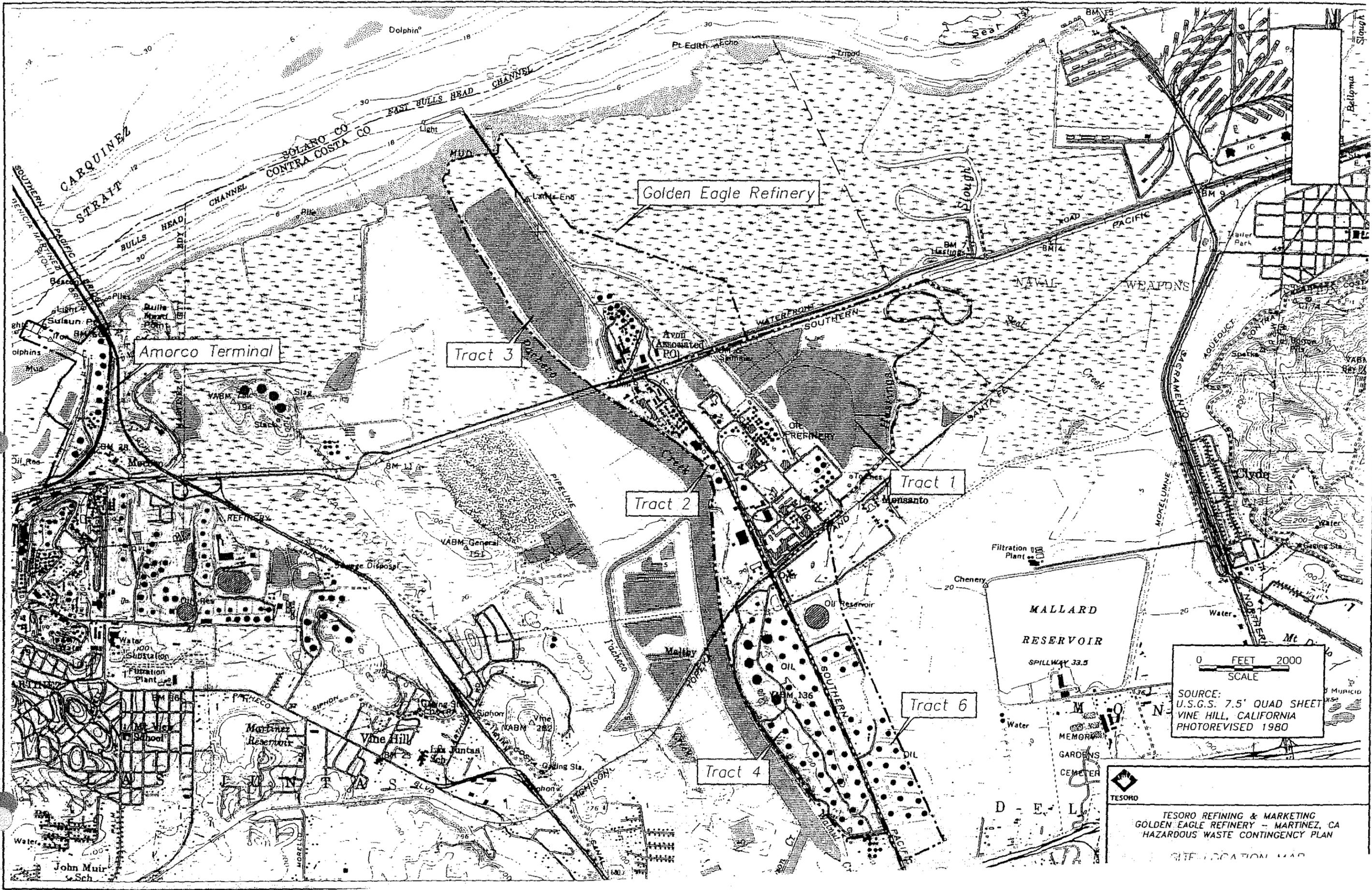
Only the Refinery Manager, the Shift Superintendent, or the Facility Emergency Response Coordinator can call for the evacuation of off-site areas. This situation is extremely unlikely due to the significant buffer zone around the refinery. However, if off-site evacuation is necessary, such an evacuation must be coordinated with local emergency response agencies (e.g., Contra Costa County Office of Emergency Services and the local Police Department).

Potential evacuation areas surrounding the refinery include the Chevron Bulk terminal,, the ball field area, the Cardox area, the Cogeneration Plant and local communities such as Clyde.

---

<sup>2</sup> Additional details on evacuation are located in the Emergency Response Manual.

**APPENDIX A**  
**LOCATION MAP OF GOLDEN EAGLE REFINERY**



Golden Eagle Refinery

Amorcio Terminal

Tract 3

Tract 2

Tract 1

Tract 6

Tract 4

0 FEET 2000  
SCALE

SOURCE:  
U.S.G.S. 7.5' QUAD SHEET  
VINE HILL, CALIFORNIA  
PHOTOREVISED 1980



TESORO  
TESORO REFINING & MARKETING  
GOLDEN EAGLE REFINERY - MARTINEZ, CA  
HAZARDOUS WASTE CONTINGENCY PLAN

SITE LOCATION MAP

**APPENDIX B**  
**EXAMPLE COVER LETTER TO PUBLIC AGENCIES**

Example Cover Letter  
To Accompany Hazardous Waste Contingency Plan

The Tesoro Golden Eagle Refinery in Martinez, California is a generator of hazardous waste. As the owner and operator of this refinery, the Tesoro Refining and Marketing Company is required by federal and state regulations to provide copies of its Hazardous Waste Contingency Plan to state and local agencies that may be called upon to provide emergency services in the event of an emergency involving a hazardous waste.

The purpose of this Plan is to minimize hazards to human health and the environment such as those that might occur from fires, explosions, or releases involving hazardous waste. In the event that any of these occur at the Tesoro Golden Eagle Refinery, the provisions of the Plan are to be carried out immediately.

Enclosed is the current revision of this Plan. Please review it and keep it on file for future reference. In addition, please sign and return the enclosed form, acknowledging receipt of the Plan.

For your convenience, enclosed is a self-addressed, stamped envelope for the return of the enclosed acknowledgement form. Please call me at 925-370-3274 should you have any questions with regards to this Plan.

Thank you for your cooperation in this matter.

Sincerely,

Claire L. Spencer  
Superintendent, Hazardous Waste Compliance