



9 March 2020

# Oil and Hazardous Substance Spill Response Procedures

**Discussion:** Washington's natural resources are always put at risk whenever oil or hazardous substances are spilled or released into the environment.<sup>1</sup> All spills matter, regardless of size. It is incumbent upon KRA membership to respond immediately to any oil or hazardous substance that may be released into Liberty Bay, or onto the dock at the Port of Poulsbo Marina. It is KRA's responsibility to respond to any spill, even those that do not originate with KRA.

## Response Steps:

**Step 1: Stop the spill.** The leak or spill should be stopped immediately if possible. Turn off nozzles or valves from the leaking source, if it can be done safely, or plug as appropriate.

## Step 2: Contain and recover the spill.

- a. If the spill or leak cannot be stopped, catch the flowing liquid using a pan, pail, or whatever is available. Spread sorbent materials, such as our drying cloths (if on the pier), and synthetic sorbent pads if in the water. Do not attempt to wash down a spill on the pier or use any detergents to try to disperse the spill. Detergents will simply break the spill up into tiny droplets, making it near impossible to completely clean up.
- b. A small spill on the KRA dock or in the adjacent waters can be addressed with the oil absorbent pads found in the locker on the KRA dock. Once the spill has been absorbed the pads can be washed and reused or bagged and placed in the dumpster at the port.
- c. A larger spill may require the tools available in the Port of Poulsbo spill locker located on the fueling pier off the E Dock. The spill locker contains additional oil absorbent pads and flexible booms than can be used to contain the spill.
- d. Request assistance for any spill beyond KRA's ability to contain and recover.
  - (1) During normal working hours (0800 – 1600), for spills in the Port of Poulsbo Marina, immediately contact the Port of Poulsbo office at 360-779-9905.
  - (2) After working hours, or for spills outside the Port of Poulsbo Marina, immediately report the spill to:
    - (a) The National Response Center at 800-424-8802
    - (b) The Washington State Department of Ecology at 425-649-7000
    - (c) The Washington State Department of Emergency Management at 800-258-5990
    - (d) 911

**Step 3: Reporting.** Report all marina spills to the Port of Poulsbo office and spills outside the marina to the National Response Center and the Department of Ecology, and submit a KRA Incident Report form to the KRA Safety Committee.

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<sup>1</sup> Oil and hazardous substances include petroleum products (motor oil, gas, diesel fuel, kerosene, etc.) and toxic materials (paints, degreasers, cleaning chemicals, detergents, etc.) that are likely to adversely impact the environment.

**APPROVAL AND REVIEW**

<b>APPROVAL AUTHORITY</b>	<b>KRA BOARD</b>	<b>COMMENT</b>
<b>DATE APPROVED</b>	<b>9 March 2020</b>	
<b>REVIEW AUTHORITY</b>	<b>Safety Committee</b>	
<b>DATE OF REVIEW</b>	<b>1 February 2021</b>	
<b>NEXT REVIEW DATE</b>	<b>1 March 2022</b>	