



## COGCC FORM INSTRUCTIONS

### FORM 2A AND RULE 602.J EMERGENCY RESPONSE PLAN

---

#### Document Control:

Created Date:	February 16, 2021
Document Owner:	OGLA and FIU Staff

#### Rule Citation:

**Rule 304.b.(8) Emergency Response Plan.** An emergency response plan consistent with the requirements of Rule 602.j.

**Rule 602.j. a.** Each Operator will have a functioning emergency response plan that provides for the effective management of situations that may arise from Oil and Gas Operations. All existing and proposed Oil and Gas Locations will have an emergency response plan in place that has been coordinated with, and approved by, the local emergency response agency. The plan may be developed to cover all Oil and Gas Locations within a Field or geographical area so long as the emergency response agency agrees.

- (1) After the initial emergency response plan has been coordinated with, reviewed by, and approved by the local emergency response agency, the emergency response plan will then be reviewed and updated at intervals designated by the local emergency response agency.
- (2) After approval of a Form 9 pursuant to Rule 218.e, the Buying Operator will coordinate with the local emergency response agency to update the emergency response plan as appropriate.

#### Purpose of Attachment:

The emergency response plan attachment is the formal plan used by the operator as a reference for responding to incidents that may occur at the oil and gas location. The plan must be coordinated with and approved by the participating local responders associated with the relevant local jurisdictions. A plan is required for all existing and planned Oil and Gas Location and should be readily available in the event of an emergency.

## EMERGENCY RESPONSE PLAN GUIDANCE

The plan may also be used as a reference for COGCC and other state agencies and Federal responders. Those agencies may include, but are not limited to, fire department(s), emergency medical service(s) (EMS), law enforcement agencies (LE), Office of Emergency Management (OEM).

The emergency response plan is required for all Oil and Gas Locations and is a required attachment to a Form 2A permit application. The plan must address all operations and processes at the location.

### Plan Elements:

A functional Emergency Response Plan should contain the following information and any other relevant information deemed necessary by the operator or the local emergency response agency:

1. The local responder coordinating agency and relevant local responder contact information.
2. The date the plan was finalized and approved by the local responding agency.
3. Directions to the location from the nearest public road intersection.
4. Ingress and egress information.
5. Legal description - ¼ Section, Township and Range. Latitude and longitude.
6. Emergency contact number where the operator can be contacted as required by Rule 605.a.(3). and contact numbers for Operator staff that may respond or assist in response (i.e. EHS staff, lease operations staff)
7. Listing of mutual aid agencies as supplied by the local emergency response agency.
8. Staffing of local and mutual aid agencies (i.e full time, part volunteer, all volunteer).
9. A description of the site setting including the surrounding area. Include any relevant detailed maps and diagrams.
10. A detailed layout of the Oil and Gas Location.
11. A detailed description of the equipment, typical quantities of hydrocarbon liquids and other hazardous, reactive and flammable materials stored.
12. Any sensitive areas that may be impacted by a spill or release and the plans for protecting those areas.
13. A description of how potential impacts to the environment and nearby population will be mitigated and prevented in the event of an incident.

## EMERGENCY RESPONSE PLAN GUIDANCE

14. A description of the response equipment, instruments and materials that are staged at the location and how they can be accessed.
15. How health and safety action levels, decontamination, and staging areas will be determined depending on the type of incident.
16. The schedule or interval of exercises and training that will be coordinated with the local government and responders.

### **General Notes:**

The latest version of the plan must be provided to COGCC immediately after approval by the local emergency response agency.

Operators should document time and place of meetings with response agencies, including names and title or rank of individuals attending.

Operators will have a functioning emergency response plan regardless of local government participation. If the local responding agency does not wish to participate, the operator will obtain documentation or an affidavit from the agency for confirmation.