

# SPILL RESPONSE PLAN for WILMAR PROCESSING SA

Wilmar Processing SA operates a ±2.8 km long Vegetable Oil Pipeline from the Richards Bay Port, Erf 5333/21, to the Oil Processing facility at the RBIDZ, Erf 17422 Phase 1A. Wilmar Processing SA has taken proper care to ensure that there will be no spill on the ground or into the water at the Port. This was done by compiling a risk-based Standard Operating Procedure (SOP). Wilmar will also ensure that only trained personnel are allowed to operate the line. However, even with the best operating procedures and competent people, spills do occur.

## **Purpose**

The purpose of this document is to provide guidance on how to handle a spill, in the event that it occurs along the length of the pipeline or at the port, when the oil is dislodged from the vessel into the pipeline.

## **Clean up Procedure**

In the event of a Spill, the vegetable oil should be quickly contained and effectively cleaned up. Only trained and protected employees can clean up the Spill. Employees who are not trained should report the Spill to a responsible person.

The following general guidelines should be followed for evacuation, spill control, notification of proper authorities, and general emergency procedures in the event of a chemical incident in which there is potential for a significant release of hazardous materials.

### **1. Evacuation**

Persons in the immediate vicinity of a spill should *immediately evacuate* the premises (except for employees with training in spill response in circumstances described below). If the spill is of “medium” or “large” size, or if the spill seems hazardous, immediately notify emergency response personnel.

### **2. Spill Control Techniques**

Once a spill has occurred, the employee needs to decide whether the spill is small enough to handle without outside assistance. Only employees with training in spill response should attempt to contain or clean up a spill.

NOTE: If you are cleaning up a spill yourself, make sure you are aware of the hazards associated with the materials spilled, have adequate ventilation, and proper personal

protective equipment. Treat all residual chemical and cleanup materials as hazardous waste.

Spill control equipment should be located wherever significant quantities of hazardous materials are received or stored. MSDSs, absorbents, over-pack containers, container patch kits, spill dams, shovels, floor dry, acid/base neutralizers, and “caution-keep out” signs are common spill response items.

### **3. Spill Response and Cleanup**

Chemical spills are divided into three categories: Small, Medium and Large.

Response and clean-up procedures vary depending on the size of the spill.

#### **Small Spills:**

Any spill where the major dimension is less than 460mm in diameter. Small spills are generally handled by internal personnel and usually do not require an emergency response by police or fire department HAZMAT teams.

- Quickly control the spill by stopping or securing the spill source. This could be as simple as up-righting a container and using floor-dry or absorbent pads to soak up spilled material. Wear gloves and protective clothing, if necessary.
- Put spill material and absorbents in secure containers if any are available.
- Consult with the Facility Responsible Person and the MSDS for spill and waste disposal procedures.
- In some instances, the area of the spill should not be washed with water. Use Dry Cleanup Methods and **never** wash spills down the drain, onto a storm drain or onto the driveway or parking lot.
- Both the spilled material and the absorbent may be considered hazardous waste and must be disposed of in compliance with state and federal environmental regulations.

#### **Medium Spills:**

Spills where the major dimension exceeds 460 mm, but is less than 1 800 mm. Outside emergency response personnel (the contracted Spill Response Service Provider) should usually be called for medium spills. Common sense, however, will dictate when it is necessary to call them.

- Immediately try to help contain the spill at its source by simple measures only. This means quickly up-righting a container, or putting a lid on a container, if possible. Do not use absorbents unless they are immediately available. Once you have made a quick attempt to contain the spill, or once you have quickly determined you cannot take any brief containment measures, leave the area and alert Emergency Responders. Give Emergency Response team accurate information as to the location, chemical, and estimated amount of the spill.
- Evaluate the area outside the spill. Engines and electrical equipment near the spill area must be turned off. This eliminates various sources of ignition in the area. Advise Emergency Responders on how to turn off engines or electrical sources. Do not go back into the spill area once you have left. Help emergency responders by trying to determine how to shut off heating, air conditioning equipment, or air circulating equipment, if necessary.
- If emergency responders evacuate the spill area, follow their instructions in leaving the area.
- After emergency responders have contained the spill, be prepared to assist them with any other information that may be necessary, such as MSDSs and questions about the facility. Emergency responders or trained personnel with proper personal protective equipment will then clean up the spill residue. Do not re-enter the area until the responder in charge gives the all clear. Be prepared to assist these persons from outside the spill area with MSDSs, absorbents, and containers.
- Reports must be filed with proper authorities. It is the responsibility of the spiller to inform both his/her supervisor and the emergency responders as to what caused the spill. The response for large spills is similar to the procedures for medium spills, except that the exposure danger is greater.

### **Large Spills:**

Any spill involving flammable liquid where the major dimension exceeds 6 feet in diameter; and any “running” spill, where the source of the spill has not been contained or flow has not been stopped.

- Leave the area and notify Emergency Responders (911). Give the operator the spill location, chemical name, and approximate amount.

- From a safe area, attempt to get MSDS information for the spilled chemical for the emergency responders to use. Also, be prepared to advise responders as to any ignition sources, engines, electrical power, or air conditioning/ventilation systems that may need to be shut off. Advise responders of any absorbents, containers, or spill control equipment that may be available. This may need to be done from a remote area, because an evacuation that would place the spiller far from the scene may be needed. Use radio or phone to assist from a distance, if necessary.
- Only emergency response personnel, in accordance with their own established procedures, should handle spills greater than 1 800 mm in any dimension or that are continuous. Remember, once the emergency responders or HAZMAT team is on the job cleaning up spills or putting out fires, the area is under their control and no one may re- enter the area until the responder in charge gives the all clear.
- Provide information for reports to supervisors and responders, just as in medium spills

### **REPORTING SPILLS**

All chemical spills, regardless of size, should be reported as soon as possible to the Facility Responsible Person. The Responsible Person will determine whether the spill has the potential to affect the environment outside of the facility and must be reported to relevant government department. Examples of spills that could affect the outside environment include spills that are accompanied by fire or explosion and spills that could reach nearby water bodies

### **SPILL KIT INVENTORY**

Wilmar will respond with the necessary urgency to ensure that the spill is contained and the contamination is minimized as far as possible. To do this, Wilmar will keep the Spill Kit on site and at the Port.

LOCATION	ABSORBENTS	TOOLS	PPE	OTHER SUPPLIES
<b>TPT</b>	<ul style="list-style-type: none"> <li>• Absorbent (30 bags)</li> <li>• Neutralising agent (500 liters)</li> <li>• Cleaning rags</li> </ul>	<ul style="list-style-type: none"> <li>• Pig</li> <li>• Shovel</li> </ul>	<ul style="list-style-type: none"> <li>• Rubber gloves</li> <li>• Gum boots</li> <li>• Thick PVC suit (Rain Suit)</li> </ul>	<ul style="list-style-type: none"> <li>• Hazardous waste bin</li> <li>• Labels</li> <li>• Markers</li> <li>• Warning Tape</li> <li>• MSDSs</li> </ul>
<b>Wilmar Refinery</b>	<ul style="list-style-type: none"> <li>• Absorbent (30 bags)</li> <li>• Neutralising agent (500 liters)</li> <li>• Cleaning rags</li> </ul>	<ul style="list-style-type: none"> <li>• Pig</li> <li>• Shovel</li> </ul>	<ul style="list-style-type: none"> <li>• Rubber gloves</li> <li>• Gum boots</li> <li>• Thick PVC suit (Rain Suit)</li> </ul>	<ul style="list-style-type: none"> <li>• Hazardous waste bin</li> <li>• Labels</li> <li>• Markers</li> <li>• Warning Tape</li> <li>• MSDSs</li> </ul>

## RESPONSIBILITIES

- The Facility Responsible Person has primary responsibility for coordinating the response to emergencies, including chemical spills.
- Supervisors should ensure that employees are familiar with these procedures and receive the necessary training.
- All employees should follow these procedures in the event of a chemical spill.