

Emergency Planning for Facilities in Michigan

Emergency Planning for a facility is both an internal and an external function. The internal function stems from the facility's responsibility to have a plan—and potentially to have multiple plans that meet multiple state and federal regulatory requirements. The external function is met by the police, fire fighters, and Local Emergency Planning Committees (LEPCs). Each of these has unique planning objectives to address the protection of the facility, the community, and the responders. The facility's internal plans must “talk to” the external plans. This communication is complicated and redundant if the facility keeps multiple plans to meet the various regulatory requirements.

In 1996, the National Response Team published the *Integrated Contingency Plan Guidance* (ICP), to combine all of the federal plan requirements for responding to releases of oil and non-radiological hazardous substances into one plan. In 2002, the Michigan Emergency Planning and Community Right-to-Know Commission (MCCERC) endorsed Michigan's commitment to the ICP. Under the direction from the State Emergency Response Commission (SERC), the Michigan SARA Title III Program compiled and published matrices of the requirements in several Michigan plans and described how they can be incorporated into the ICP. The MCCERC now acts as the SERC in Michigan. See Chapter 1 for details.

Use of the ICP is supported by the U.S. Environmental Protection Agency (EPA), and the U.S. Departments of Transportation; Interior; and Labor. It is also supported by the Michigan Departments of State Police; Environmental Quality (DEQ); Agriculture and Rural Development; and Licensing and Regulatory Affairs.

The ICP guidance and Michigan matrices are available on [the DEQ's Emergency Planning web site \(www.michigan.gov/deqemergencyplan\)](http://www.michigan.gov/deqemergencyplan). The guidance provides a format in which all state and federal planning requirements relating to oil and non-radiological hazardous substances can be satisfied. It is recommended, but not mandatory that this format be used.

The National Response Team's ICP Guidance provides:

- An outline of a comprehensive ICP.
- A development matrix that shows where federal plan requirements can be included in the ICP.
- Regulatory cross-comparison matrices that describe the plan requirements in each regulation and identify where each requirement is addressed in the ICP.

Michigan has added:

- A development matrix that shows where state plan requirements can be included in the ICP.
- Regulatory cross-comparison matrices that describe the plan requirements in each regulation.
- A development matrix template.

While contingency plans should always be kept on site, only some need to be submitted to the regulatory agency. Refer to the “Submittal Guidance for Contingency Plans in Michigan” before you submit your plan to an agency in Michigan. If your plan must be submitted to a state or federal agency, you should create a regulatory cross-comparison matrix referencing the section and page number in the ICP where each plan requirement is addressed. Submit that matrix with the ICP to the requesting agency.

If you have questions regarding specific plans, refer to the Contacts for Help. The individuals listed in that document are experts with respect to the listed plan, and should also be able to help you with questions about how to incorporate the plan requirements into the ICP format.

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Contacts for Help

Michigan Contingency Plan Requirements

Michigan Department of Licensing and Regulatory Affairs (LARA)

Fire Exits	Robin Spaulding, GISHD MIOSHA	spauldingr@michigan.gov 517-284-7750
Grain Handling	Robin Spaulding, GISHD MIOSHA	spauldingr@michigan.gov 517-284-7750
Highly Hazardous Chemicals	Sundari Murthy, GISHD MIOSHA	murthys1@michigan.gov 517-284-7750
HAZWOPER	Sundari Murthy, GISHD MIOSHA	murthys1@michigan.gov 517-284-7750
Emergency Action Plan for Storage Tanks (see NFPA 30)	Jeff Tanner, Bureau of Fire Services Storage Tank Program	tannerj@michigan.gov 517-335-2137

Michigan Department of Agriculture and Rural Development (MDARD)

Pesticide Storage	Gary King, Pesticide and Plant Pest Management Division	kingg1@michigan.gov 517-284-5761
Discharge Response Plan	Gary King, Plant Industry Section	kingg1@michigan.gov 517-284-5761
Fertilizer Storage Discharge Response Plan	Gary King, Plant Industry Section Pesticide and Plant Pest Management Division	kingg1@michigan.gov 517-284-5761

Michigan Department of Natural Resources (DNR)

Communications, Emergency Management and Homeland Security	Jennifer Wolf, Law Enforcement	wolfj1@michigan.gov 517-284-6231
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Michigan State Police (MSP)

Emergency Management Homeland Security	Brenna L. Hartner Planning Analyst, SARA Title III Planner	hartnerb@michigan.gov 517-284-3727
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Michigan Department of Environmental Quality (DEQ)

RCRA for Generators	Trisha Confer, WMRPD Hazardous Waste Inspector	confert@michigan.gov 989-225-7968
RCRA for Licensed TSD facilities	Al Taylor, WMRPD Hazardous Waste Section	taylor@michigan.gov 517 614-7335
Waste Management And Radiological Protection	David Asselin, WMRP Radiological Protection	asselind1@michigan.gov 517-614-9913
PIPP	Ryan Blazic, WRD Part 5 Statewide Contact (or District Office Part 5 Rules staff)	blazicr@michigan.gov 269-270-2008
SWPPP	Keith Noble, WRD Industrial Storm Water Program Specialist (or District Industrial Storm Water Program staff)	noblek@michigan.gov 989-385-4242
SDWA-ERP for Community Water Supplies	Kris Philip, ODWMA Community Drinking Water Unit	philipk@michigan.gov 517-284-6518
Drilling Oil and Gas Wells	Ray Vugrinovich, OOGM Petroleum and Mining Geology Unit	vugrinovichr@michigan.gov 517-284-6841
Production Oil and Gas Wells	Larry Organeck, OOGM Petroleum and Mining Geology Unit	organeckl@michigan.gov 517-284-6836
Remediation and Redevelopment	Mitch Adelman Field Operation	adelmanm@michigan.gov 517-780-7852
Remediation and Redevelopment	David Wierzbicki Incident Management Specialist	wierzbickid@michigan.gov 517-420-2605
Remediation and Redevelopment	Scott Schaefer Incident Management Specialist	schaefer2@michigan.gov 906-293-5131
Remediation and Redevelopment	Gerald Tiernan Field Operation	tiernang@michigan.gov 586-753-3818
Emergency Management	Jay Eickholt Emergency Manager	eickholtJ1@michigan.gov 517-256-4408
Pollution Emergency Alerting System (PEAS)	Bruce VanOtteren PEAS Administrator	vanotternb@michigan.gov 517-284-6232
SARA Title III	Michael Young SARA Title III - Tier II Program	youngm1@michigan.gov 989-894-6238

Federal Contingency Plan Requirements

U.S. Environmental Protection Agency (U.S. EPA)

Oil Pollution Prevention SPCC	Jaime Julian, U.S. EPA Region 5 CEPPS	julian.jaime@epa.gov 312-886-9402
Oil Pollution Prevention FRP	Alex Tzallas, U.S. EPA Region 5 Oil Planning and Response Section	tzallas.alexander@epa.gov 312-886-0622

Discharge Response Plan for Commercial Pesticide Bulk Storage: If this plan is used to meet some of the requirements of a Pollution Incident Prevention Plan (PIPP), then the submittal procedures for the PIPP, as stated below, apply. The plan must be kept readily available at the storage facility and at the nearest local office from which the storage facility is administered, and shall be available for inspection by the MDARD. A current copy of the plan shall be provided to the local fire and police departments. For additional information, contact the MDARD Pesticide and Plant Pest Management Division at 517-284-5644.

Discharge Response Plan for Bulk Fertilizer Storage: If this plan is used to meet some of the requirements of a PIPP, then the submittal procedures for the PIPP, as stated below, apply. The plan is not required to be submitted to any agency, but must be kept current and readily available. The local fire and police departments must be notified that the plan has been completed. For additional information, contact the MDARD Pesticide and Plant Pest Management Division at 517-284-5644.

Hazardous Waste Contingency Plan & Emergency Procedures for Generators: Do not submit to the DEQ or the MSP unless it is requested. This plan must be kept on site. Administrative Rule 306 (R299.9306), promulgated under Part 111, Hazardous Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and 40 Code of Federal Regulations (CFR) Part 265, requires that copies of a generator contingency plan and all revisions must be “submitted to all local police departments, fire departments, hospitals, and State and local emergency response teams that may be called upon to provide emergency services.” The DEQ does not have an emergency response team, and does not provide these emergency services. While the MSP Emergency Management and Homeland Security Division provides coordination support for local emergency responders, it does not have a state-level emergency response team. For additional information, contact the DEQ Office of Waste Management and Radiological Protection at 517-284-6562, or you may contact your local district office.

Contingency Plan for Licensed Hazardous Waste Treatment Storage and Disposal Facilities (TSDF): Instructions are very facility specific and a copy is required to be kept current and onsite per the Administrative Rule 607 (R299.9607), promulgated under Part 111, Hazardous Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451; 40 CFR Part 264, Subpart D; and the facility's Operating License. The regulations require that copies of a TSDF contingency plan and all revisions must be “submitted to all local police departments, fire departments, hospitals, and State and local emergency response teams that may be called upon to provide emergency services.” The DEQ does not have an emergency response team and does not provide these emergency services. While the MSP Emergency Management and Homeland Security Division provides coordination support for local emergency responders, it does not have a state-level emergency response team. For additional information, contact the DEQ Office of Waste Management and Radiological Protection, Hazardous Waste Section, at 517-284-6562.

PIPP: Do not submit to the DEQ unless it is requested. This includes the requirement in Agriculture regulations to submit the PIPP to the DEQ—do not submit unless specifically requested to do so. The PIPP must be kept on site. You must submit a notification that the PIPP (or ICP that includes the PIPP) was prepared along with a certification that the facility is in compliance with the Part 5 administrative rules to the DEQ Water Resources Division district office. Notifications that a PIPP has been prepared must also be sent to the LEPC and local health department. This is required per administrative rule (R324.2006(2)), promulgated under Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. For additional information, contact the DEQ Water Resources Division at 586-208-5075, or you may contact your local district office, Part 5 Rules staff.

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Stormwater Pollution Prevention Plan (SWPPP): Do not submit to the DEQ unless it is requested. The SWPPP must be kept on site. Plans must be developed as required under Part I.B of Michigan's National Pollutant Discharge Elimination System general permit for stormwater discharges. For additional information, contact the DEQ Water Resources Division at 989-894-6282, or you may contact your local district office Industrial Stormwater Program staff.

Emergency Response Plan (ERP) for Community Water Supplies: Do not submit to the DEQ unless it is requested. Administrative rules (R325.12301 through R325.12304) promulgated under the Safe Drinking Water Act, 1976 PA 399, as amended, require that the ERP shall be located and distributed as necessary to assure effective use of the ERP by all necessary waterworks system personnel. The plan shall be made available for inspection by the DEQ. This plan outlines a program for rapid correction or mitigation of emergencies which can significantly lessen the impact of terrorist acts or other intentional actions on the public health and the safety and supply of drinking water provided to the public. For additional information, contact the DEQ Office of Drinking Water and Municipal Assistance at 517-284-6519, or you may contact your local district office.

Spill Prevention Control and Countermeasure (SPCC) Plan: Do not submit to the DEQ or the U.S. EPA unless it is requested. The SPCCs are required by the U.S. EPA for oil storage facilities, and are kept on site per 40 CFR 112.3(e)(1) and (2). For additional information, contact the U.S. EPA Region 5 at 312-886-9497.

Risk Management Plan (RMP): Submit in accordance with 40 CFR 68.150 to the U.S. EPA only. The RMP must contain an emergency response program that includes an emergency response plan. It must be kept on site. Because the emergency response plan for your process must be coordinated with the community emergency response plan developed in accordance SARA Title III Section 303 by the LEPC, it is recommended that you notify the LEPC when your RMP has been updated. Submit a copy of the RMP to the LEPC upon request. For additional information, contact the U.S. EPA Region 5 at 312-886-0181.

Chemical Facility Anti-Terrorism Standards (CFATS): Submit in accordance with 6 CFR Part 27 to the U.S. Department of Homeland Security (DHS). The DHS published the CFATS regulation in 2007. The CFATS regulation imposes federal security regulations for high-risk chemical facilities, and establishes risk-based performance standards for the security of the facilities. It requires covered chemical facilities to prepare Security Vulnerability Assessments and to develop and implement Site Security Plans that include measures that satisfy the identified risk-based performance standards. For more information on CFATS, contact the Chemical Security Assessment Tool (CSAT) Help Desk at 866-323-2957 or csat@dhs.gov. You may also visit www.dhs.gov/chemicalsecurity.

ICP: Do not submit to DEQ unless it is requested or unless the ICP includes planning requirements that must be submitted. If you are submitting an ICP, please indicate why the ICP is being submitted, and include a regulatory cross-comparison matrix as described in the ICP guidance.

Do not send any contingency plans to the SERC. There is no requirement to submit emergency or contingency plans to the SERC. For further information, contact the Michigan SARA Title III Program in the DEQ at 517-284-7272, or send an email to deq-sara@michigan.gov.

Certain types of facilities might have other planning requirements that are not summarized above. If you are not sure who to contact for emergency plan information, contact the DEQ Environmental Assistance Center at 800-662-9278, or send an email to deq-assist@michigan.gov.