



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
GEOLOGIC RESOURCES MANAGEMENT DIVISION

Report of Loss or Spill

By authority of Part 615 or Part 625 of Act 451 PA 1994, as amended.

Non-submission and/or falsification of this information may result in fines and/or imprisonment.

All losses of hydrocarbons, brine, or other polluting materials must be reported by the permittee.

PART 1

Date of this report: _____

Revised Report

Site Information

Well/facility name: _____ Permit/facility no.: _____

County: _____ Township: _____

Section: _____ T: _____ R: _____ Quarter(Q): _____ QQ: _____ QQQ: _____

Latitude: _____ Longitude: _____ Distance to surface water: _____ feet

Permittee: _____ Permittee contact name: _____

Loss/Spill Information

Loss/spill date and time: _____ Discovery date and time: _____

Cause of loss or spill (i.e., flowline, brine tank, stuffing box, etc. Attach additional pages if needed):

How problem was corrected (i.e., repaired valve, replaced tank, etc.):

Material lost/spilled	Volume	Activity at time of loss/spill	Area affected by loss/spill
<input type="checkbox"/> Brine	_____	<input type="checkbox"/> Loading/Unloading	<input type="checkbox"/> Wellhead
<input type="checkbox"/> Oil	_____	<input type="checkbox"/> Production	<input type="checkbox"/> In diked area
<input type="checkbox"/> Condensate	_____	<input type="checkbox"/> Plugging	<input type="checkbox"/> Contained on site
<input type="checkbox"/> Methanol	_____	<input type="checkbox"/> Well completion	<input type="checkbox"/> Migrated off site
<input type="checkbox"/> _____	_____	<input type="checkbox"/> _____	<input type="checkbox"/> _____

How volume was determined: _____

Cleanup method/current status (i.e., removed soils, vacuumed fluids, investigation underway, etc.):

Cleanup company (name, contact person): _____

PART 2

Directions and distance to well, facility, or a surveyed location nearest to the source of loss or spill:

Location of residential water wells within a half (½) mile of the loss or spill:

Potential or existing environmental impacts

Surface water: _____

Groundwater: _____

Soils: _____

Air: _____

PART 3

Verbal Notification

Initial notification date: _____ Time: _____ PEAS Contacted

Caller name: _____ EGLE contact name: _____

Authorized Representative

I am authorized by the permittee of record. This report was prepared under my supervision and direction. The facts stated herein are true, accurate, and complete to the best of my knowledge.

Signature: _____ Date: _____

Submission Instructions

Send to the GRMD Area Geologist and appropriate District Office email.

Bay City: EGLE-GRMD-Records-Bay-City@Michigan.gov

Cadillac: EGLE-GRMD-Records-Cadillac@Michigan.gov

Gaylord: EGLE-GRMD-Records-Gaylord@Michigan.gov

Kalamazoo: EGLE-GRMD-Records-Kalamazoo@Michigan.gov

Lansing: EGLE-GRMD-Records-Lansing@Michigan.gov

Warren: EGLE-GRMD-Records-Warren@Michigan.gov

UP: EGLE-GRMD-Records-UP@Michigan.gov

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GEOLOGIC RESOURCES MANAGEMENT DIVISION

Report of Loss or Spill – Reporting Instructions

All reportable losses of brine, crude oil, oil or gas field waste or products, and chemicals used in association with oil and gas exploration, production, disposal, or developments shall be reported and recorded to the appropriate staff of the Geologic Resources Management Division (GRMD).

A. Losses or spills of 42 gallons or more of brine, crude oil, or oil and gas field waste:

1. Verbal notification shall be made within eight hours of discovery by telephone or in person to appropriate GRMD staff during normal business hours or to the Pollution Emergency Alerting Systems (PEAS) between 5:00 p.m. and 8:00 a.m., and on weekends and holidays by calling 1-800-292-4706. The following minimum information shall be provided:
 - a. The name of person reporting the loss or spill.
 - b. The name of permittee who has sustained the loss or spill.
 - c. The date and time of the loss or spill.
 - d. The date and time that the loss or spill was discovered.
 - e. The date and time cleanup commenced.
 - f. The location of the loss or spill, including all of the following information: site name, county, township, section, town, range, quarter location, latitude, and longitude.
 - g. The material lost or spilled.
 - h. The volume of the loss or spill.
 - i. The volume of the loss or spill recovered.
 - j. The cleanup or recovery measures taken.
 - k. The cause of the loss or spill.
 - l. Whether the loss or spill contacted surface waters, groundwater, or other environmentally sensitive resources.
2. Written notification of such losses or spills shall be submitted to the appropriate GRMD district office on form EQP7233 within ten (10) calendar days from the time the loss is discovered.

B. Losses or spills of 42 gallons or less of brine, crude oil, or oil and gas field waste:

1. Notification shall be made in writing only by completing Parts 1 and 3 of form EQP7233 within ten (10) calendar days from the time the loss is discovered providing the following conditions are met:
 - a. The loss or spill does not contact surface waters, groundwater, or other environmentally sensitive resources.
 - b. The loss or spill is completely contained and cleaned up within 48 hours from the time the loss or spill was discovered.
2. If these provisions are not met, then report the loss or spill as described in A above.
3. If the loss or spill occurs while a permittee or an authorized representative is on-site and the loss or spill is completely contained and cleaned up within one hour of the occurrence, it is not a reportable loss or spill.

C. Report all losses or spills of other chemicals used in association with oil and gas exploration, production, disposal, or development as described in A above.