



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
 OIL, GAS, AND MINERALS DIVISION  
**REPORT OF LOSS OR SPILL**

By authority of Part 615 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 hydrocarbon brine, or other polluting materials must be reported by the permittee.

**PART 1**

Revised Report

Permittee name: \_\_\_\_\_ Date of this report: \_\_\_\_\_  
 Permittee address: \_\_\_\_\_ Phone number: \_\_\_\_\_  
 \_\_\_\_\_ Contact for loss/spill details: \_\_\_\_\_

Date of loss/spill: \_\_\_\_\_ Time: \_\_\_\_\_ Date of discovery: \_\_\_\_\_ Time: \_\_\_\_\_  
 Site (well/facility) name: \_\_\_\_\_ Permit/facility no.: \_\_\_\_\_  
 County: \_\_\_\_\_ Township: \_\_\_\_\_  
 Town (N/S): \_\_\_\_\_ Range (E/W): \_\_\_\_\_ Section: \_\_\_\_\_ Quarter location: ¼ of ¼ of ¼  
 Loss/spill Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_  PEAS contacted -Call no.: \_\_\_\_\_  
 Source of loss or spill (i.e., flowline, brine tank, stuffing box, etc. - attach additional information as needed):

During what type of activity (choose best response):  
 Loading/Unloading  Drilling brine  Disposal  Production  Plugging  Well completion

Area affected by the loss or spill (choose best response):  
 At wellhead  Contained on site  Inside diked area  Migrated off site

Type and volume of fluids lost or spilled (report volume in barrels):  
 Brine Oil Condensate Other (identify/Vol.):

Distance to surface water (in feet):  
 How was volume determined:

How was problem corrected (i.e., repaired valve, replaced tank, etc., attach additional information as needed):

Cleanup method/current status (removed oily soils, vacuumed fluids, hydrogeological investigation, etc.):

Company conducting cleanup (company name, contact person):

**PART 2**

Provide directions and distance to well or a surveyed location nearest the loss or spill:

Potential/existing environmental impacts (attach additional information as needed):

Surface water:

Groundwater:

Soils:

Air:

Location of residential water wells within a half (1/2) mile of the loss:

**PART 3**

Name of person that made the original report to EGLE-OGMD:

Name of person in EGLE-OGMD contacted:

Date:

Time:

Date:

\_\_\_\_\_  
Signature of Authorized Representative

**SUBMISSION INSTRUCTIONS**

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

- Cadillac: [EGLE-OGMD-Records-Cadillac@michigan.gov](mailto:EGLE-OGMD-Records-Cadillac@michigan.gov)
  - Gaylord: [EGLE-OGMD-Records-Gaylord@michigan.gov](mailto:EGLE-OGMD-Records-Gaylord@michigan.gov)
  - Kalamazoo: [EGLE-OGMD-Records-Kalamazoo@michigan.gov](mailto:EGLE-OGMD-Records-Kalamazoo@michigan.gov)
  - Lansing: [EGLE-OGMD-Records-Lansing@michigan.gov](mailto:EGLE-OGMD-Records-Lansing@michigan.gov)
  - Saginaw Bay: [EGLE-OGMD-Records-SaginawBay@michigan.gov](mailto:EGLE-OGMD-Records-SaginawBay@michigan.gov)
  - SE Michigan: [EGLE-OGMD-Records-SEMichigan@michigan.gov](mailto:EGLE-OGMD-Records-SEMichigan@michigan.gov)
- (For the Upper Peninsula, use [EGLE-GeologicalRecords@michigan.gov](mailto:EGLE-GeologicalRecords@michigan.gov))

If you need this information in an alternate format, contact [EGLE-Accessibility@Michigan.gov](mailto:EGLE-Accessibility@Michigan.gov) or call 800-662-9278.

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MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
OIL, GAS, AND MINERALS 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 Oil, Gas, and Minerals Division (OGMD).

**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 OGMD staff during normal business hours or to the Pollution Emergency Alerting Systems (PEAS) between 8:00 a.m. and 5:00 p.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, Quarter location, section, township, county, 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 OGMD field office on form EQP 7233 within ten 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 EQP 7233 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.**