SPILL PREVENTION, CONTROL, AND COUNTERMEASURE PLAN
FOR
LINCOLN CORRECTIONAL FACLITY
31 WEST 110TH STREET
MANHATTAN, NEW YORK

PROJECT ASSIGNMENT # S9029

Original Date of Plan: March 11, 2003

Date of Last Plan Amendment/ P.E. Certification:

Date of Last Plan Review:

Designated Person Accountable For Spill Prevention:
Yakov Lanstman
Plant Utility Engineer

PREPARED BY

FPM group

909 MARCONI AVENUE
RONKONKOMA, NY 11779

MARCH 2003

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Appendix A	Certification of the Applicability of the Substantial Harm Criteria Checklist

COMPLIANCE INSPECTION PLAN REVIEW PAGE AND CERTIFICATION

In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan is conducted at least once every five years. Documentation of the review and evaluation will be recorded. As a result of this review and evaluation, Lincoln Correctional Facility will amend the SPCC Plan within six months of the review to include more effective prevention and control technology if: (1) such technology will significantly reduce the likelihood of a spill event from the facility, and (2) if such technology has been field-proven at the time of review. Any amendment to the SPCC Plan shall be certified by a Professional Engineer within six months after a change in the facility design, construction, operation, or maintenance occurs which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines.

Review Dates	**Signature**
1.	_____
2.	_____
3.	_____
4.	_____
5.	_____

CERTIFICATION

I hereby certify that the Plan considers applicable industry standards and has been prepared in accordance with 40 CFR Part 112 requirements.

Engineer: _____

Signature: _____

Registration Number: _____ (Seal)

State: _____

Date: _____

SPCC Plan amended and certified by a Registered Professional Engineer per 40 CFR 112.3(d).

MANAGEMENT APPROVAL

Lincoln Correctional Facility is committed to the prevention of discharges of oil to navigable waters and the environment, and maintains the highest standards for spill prevention control and countermeasures through regular review, updating, and implementation of this Spill Prevention Control and Countermeasure Plan.

Authorized Facility Representative: _____ Signature: _____

Title: Deputy Superintendent for Administration

NOTICE

The statements in this document are intended solely as guidance. This document is not intended and cannot be relied upon to create rights, substantive or procedural, enforceable by any party in litigation with the United States.

SECTION 1
GENERAL INFORMATION

The following represents the Spill Prevention Control and Countermeasure Plan (SPCCP) for the Lincoln Correctional Facility (Lincoln). A SPCCP is required by a facility if it has petroleum storage with an aboveground storage capacity of greater than 1,320 gallons or an underground storage capacity of more than 42,000 gallons that is not a completely buried tank subject to all of the technical requirements of 40 CFR Parts 280 and 281. This plan provides a framework to prevent, minimize, and to control and contain spills of petroleum products at the facility. This plan was prepared following the guidelines documented in 40 CFR 112.7 as follows:

- Section 2: Spill Documentation and History [112.7a]
- Section 3: Direction, Rate of Flow, and Quantity of Potential Oil Spills [112.7b]
- Section 4: Description of Containment and/or Diversionary Structures [112.7c]
- Section 5: Facility Drainage [112.7a(3)]
- Section 6: Description of Bulk Storage Tanks [112.7a(3)]
- Section 7: Facility Transfer Operations [112.7a(3)]
- Section 8: Facility Tank Truck Loading/Unloading [112.7h]
- Section 9: Inspection and Recordkeeping [112.7e]
- Section 10: Security [112.7g]
- Section 11: Personnel Training and Discharge Prevention Procedure [112.7f]

This plan reflects the facilities current practices for handling and storage of materials. Management approval of these plans is the key to their successful implementation.

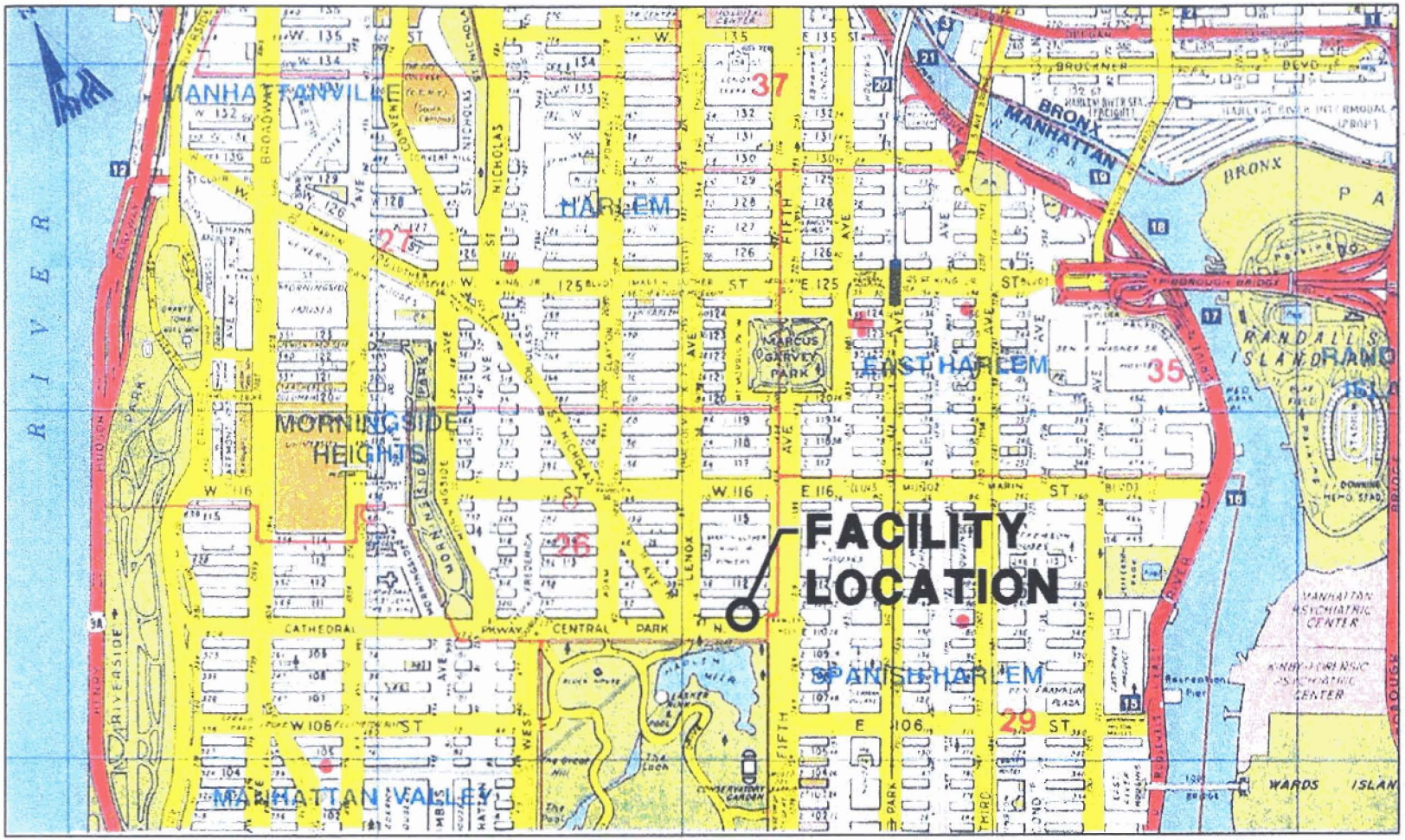
Section 112.20(e) of the facility response plan regulation requires that all facilities regulated by the Oil Pollution Prevention Regulation (40 CFR Part 112) conduct an initial screening to determine whether they are required to develop a facility response plan (FRP). The criteria in this checklist can be found in 40 CFR 112.20(f)(1) and Appendix A presents a certification of the applicability of the substantial harm criteria checklist. Based upon the completed checklist provided in Appendix A, a FRP is not required for this facility.

Facility Description

The Lincoln Correctional Facility is a community based, minimum security, male institution located at 31 West 100th Street, in the borough of Manhattan, New York City. The facility is comprised of one singular building with a basement and eight floors above grade, totaling ± 74,000 gross square feet. Reference Figure 1-1 which provides the facility location map for Lincoln.

The original building was built in 1930 as a private school until it was acquired by the Department of Correctional Services (DOCS) in September 1974 and opened as a correctional facility in 1976. The facility has been operated as a minimum security correctional facility institution since their occupation.

The facility serves as a pre-release center (PRC) or as a separation process for inmates selected to serve in the Community Preparation for Open Dates Program (CPOD). The facility



APPROXIMATE SCALE IN FEET:

0 1,750 3,500

Source: Hagstrom New York City 5 Borough Atlas, 1996.

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FIGURE 1-1
SITE LOCATION
LINCOLN CORRECTIONAL FACILITY
MANHATTAN, NY

Drawn By: JDS	Checked By: RM	Date: 11/27/02

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has a total capacity of 200 beds, serving 175 CPOD's and 25 cadre. The housing floors are all dormitories with cubicles or bunk beds. The average stay is presently three months which works out to be 1,200 inmates per year or 20 percent of DOCS statewide releases to the New York Metro Area.

The site is completely occupied by the facility. Outdoor recreation is being satisfied by utilizing the rooftop for basketball and other activities.

Name, Telephone Number, and Facility Location

Facility/Facility Operator	
Name:	Lincoln Correctional Facility
Acting Deputy Superintendent:	Sharon Behnke
Plant Utility Eng.:	Yakov Lantsman, ext. 3965
Telephone:	(212) 860-9400
Street Address:	31 West 110th Street Manhattan, NY 10026
Mailing Address:	31 West 110th Street Manhattan, NY 10026

Facility Storage

At this time there is one 2,500-gallon aboveground storage tank (AST) on site, containing No. 2 fuel oil. The tank is used as a back-up to fuel the boilers. The tank is located in the basement of the building and is filled by tanker truck deliveries. Figure 1-2 is a boiler room plan showing the tank location. Additional petroleum storage (1 55-gal drum storing waste oil) is located in the storage room on the cellar floor (Figure 1-3).

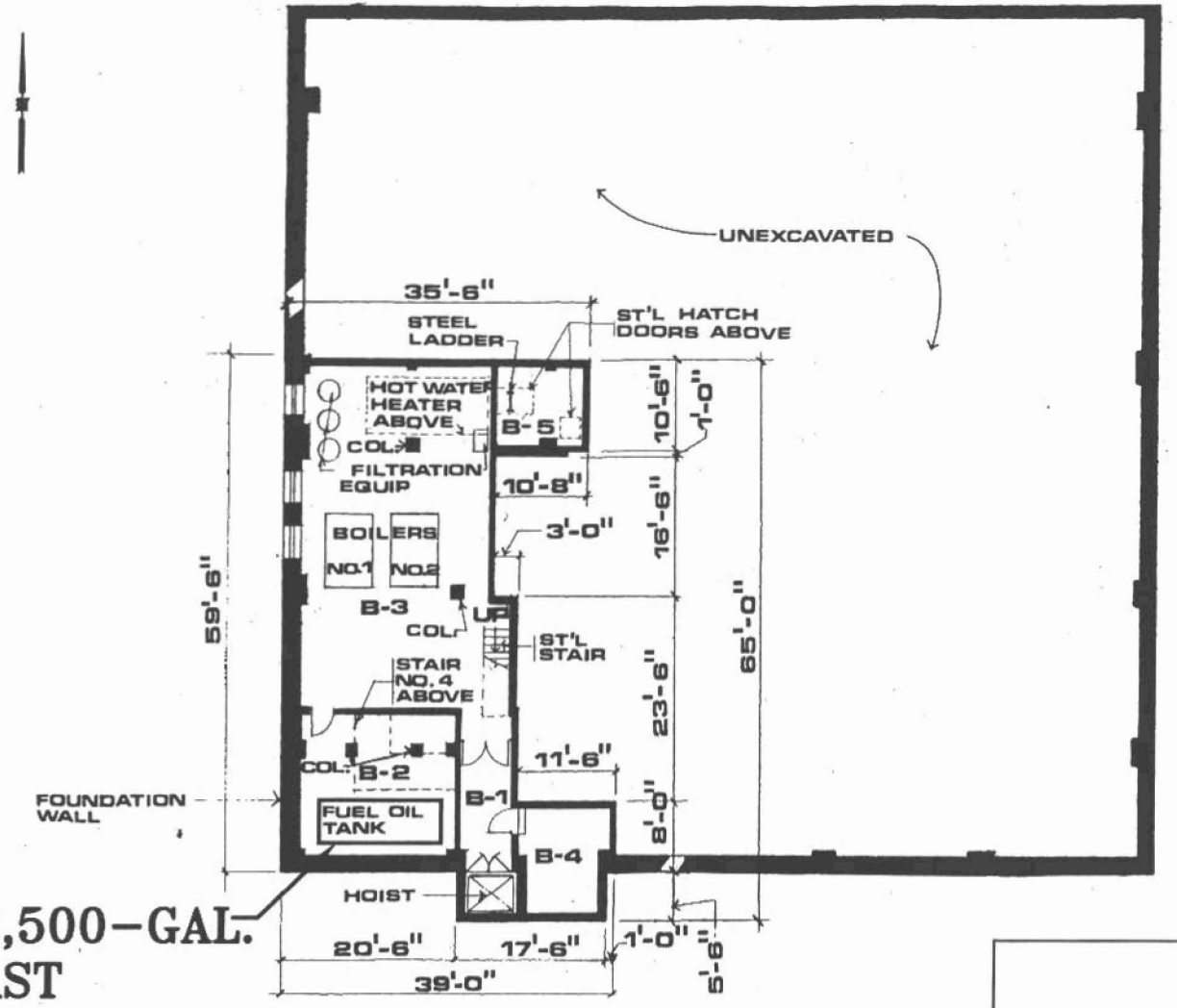

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FIGURE 1-2 BOILER ROOM PLAN LINCOLN CORRECTIONAL FACILITY MANHATTAN, N.Y.		
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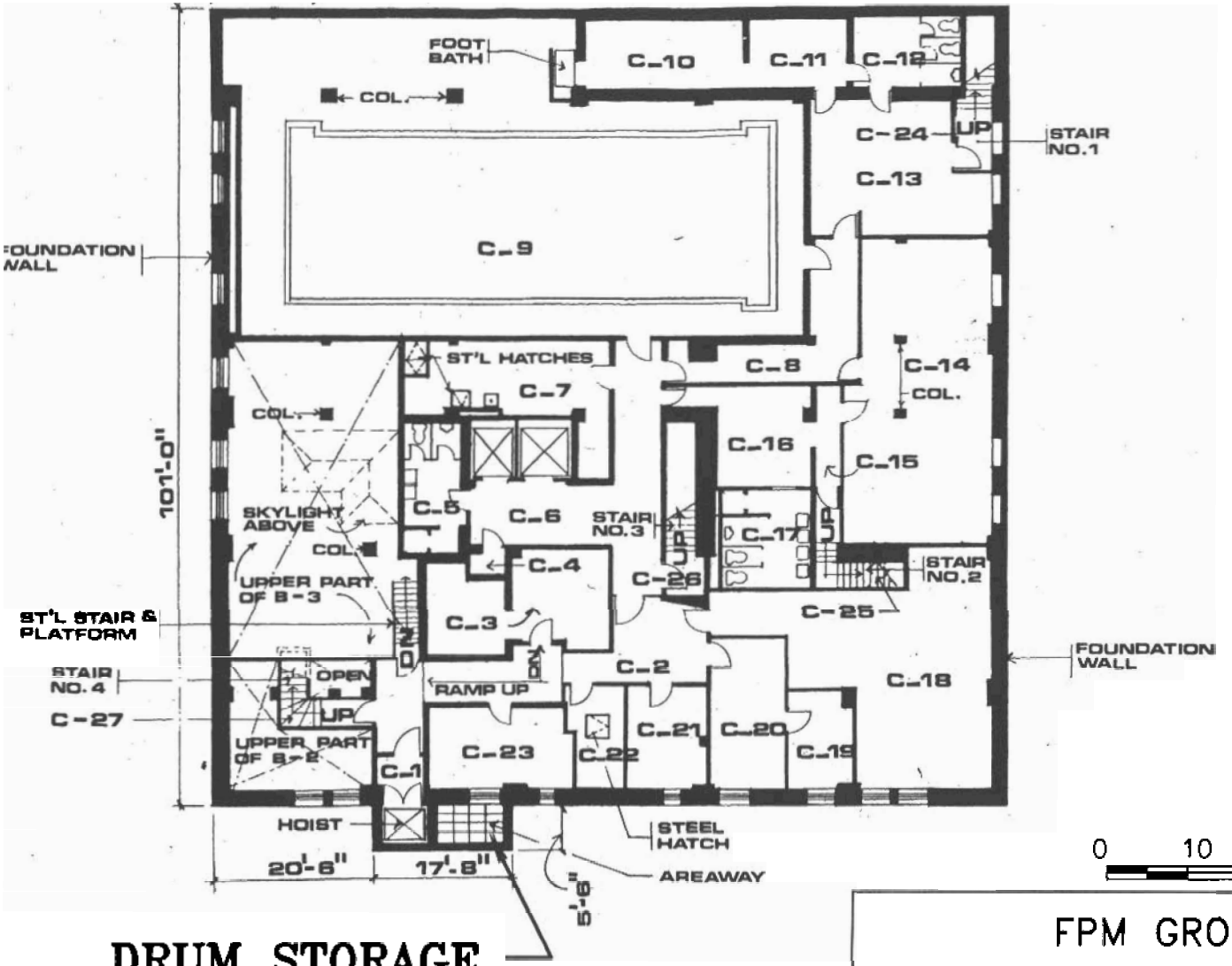

DRUM STORAGE (1, 55-GAL. WASTE OIL)

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FIGURE 1-3
CELLAR PLAN & DRUM STORAGE LOCATION
LINCOLN CORRECTIONAL FACILITY
MANHATTAN, N.Y.

Drawn By:	Checked By:R.M.	Date: 11/27/02

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SECTION 2
SPILL DOCUMENTATION AND HISTORY [112.7a]

The 2,500 gallon steel/carbon steel tank has been recently installed at the facility (September 1, 2001). There have been no reported spills associated with the current 2,500 gallon AST on site.

SECTION 3
DIRECTION, RATE OF FLOW AND QUANTITY OF POTENTIAL OIL SPILLS
[112.7b]

The environmental impacts of a spill at Lincoln would be directly related to the quantity of material spilled and the direction in which the spill would travel. Currently, major storage consists of No. 2 fuel oil stored in an AST that has a capacity of 2,500 gallons. This tank is situated in the basement of the correctional facility. Minor storage consists of one 55-gal drum storing waste oil in the cellar.

The AST is located in the basement within a vault, which provides secondary containment for the tank. The tank is filled from a remote fill box located in the sidewalk and connected by double-walled underground piping. A catastrophic tank failure could result in the release of up to 2,500 gallons of fuel oil. In the event of a tank overflow, rupture, or leakage, the tank leak/spill would be contained within the vault and cleaned up/pumped out. Depending on the nature and quantity spilled, either the facility or a spill contractor would clean up the spill. It is highly unlikely that a spill would escape the vault (i.e., the only escape route from the vault is a wall hatch situated 3.3 feet above the floor. A spill of 4,185 gallons would be required to reach the hatch opening). However, if a significant spill were to escape the vault, it would likely travel across the basement floor generally towards the north into a sump pump which is connected to the sanitary sewer. Spills from underground piping serving the tank would be secondarily contained and drained back to the tank. Releases from aboveground piping serving the tank would be contained in the vault area or travel across the floor in the boiler area.

Spills or leaks associated with the waste oil drum shall be contained in secondary containment pallets situated beneath the container.

Minor spills outside at the fill location would be contained by the fill box. Major spills occurring during filling operations, would travel in a generally southern direction, towards the paved roads.

SECTION 4
DESCRIPTION OF CONTAINMENT AND/OR DIVERSIONARY STRUCTURE [112.7c]

A secondary structure, consisting of a vault, is provided so that fuel discharged from the AST is prevented from reaching navigable bodies of water. The vault is of masonry construction (8" thick) and the walls are watertight and resistant to petroleum penetration. The floor and lower walls of the vault area are epoxy coated to mitigate floor penetration and ultimately contamination to the environment. In the event of a petroleum spill, the vault provides adequate containment (approximately 4,185 gal – up to the height of the wall hatch) to contain the entire spill. Adequate volume is defined as a volume equal to 100% of the volume of the largest single tank plus an additional 10% of that volume to account for the accumulation of rainwater. Since the vault is located in the basement, no rainwater should be entering the vault. In addition, the vault is dry and therefore not indicative of groundwater infiltration. A fuel spill within the vault would be soaked up or pumped out of the vault. In the unlikely event a spill escaped the vault or if aboveground piping in the boiler room leaked, additional containment exists within the basement walls and a sump in the northern portion of the boiler room. If the oil had the potential to reach the sump, the sump pump would be shut down until the spill could be cleaned up. Otherwise the spill would be contained with absorbent material or pumped out.

In the event of minor spills during fueling operations, the fill box and sloped double wall piping to the tank would contain the spill. In the event of a petroleum spill outside during filling operations, absorbent socks or other similar spill control equipment will be readily available to direct and contain the spill. The tank is also fitted with overfill alarms (audible and visible) and a leak detection probe in the vault to detect/prevent overfill conditions or petroleum releases outside and in the basement.

SECTION 5
FACILITY DRAINAGE [112.7a(3)]

Facility drainage at the site is separated into sanitary and storm sewers. The sanitary and storm services for the building are provided by the City of New York. Roof drains and discharges from interior sump pumps are piped to the New York City sewer system. All sewage from the Cellar level to the 8th floor flows by gravity to the New York City sewer system. There are no sewage ejectors in the building. Building house sewers exit the building from below the floor of the Gas Meter Room located in the cellar.

SECTION 6
DESCRIPTION OF BULK STORAGE TANKS [112.7a(3)]

A 2,500-gallon AST stores No. 2 fuel oil as a back up fuel source for the heating system (gas-fired). The tank was installed in 2001. The AST material of construction is single walled steel/carbon steel and it is compatible with the contents stored. The tank is located in the basement of the building.

The tank is supported by four saddles so that all portions of the tank are a minimum of 8" above the floor. The entire structure is placed inside a masonry constructed vault.

The AST is equipped with a high and low level tank alarm, with both visible and audible alarms. An Omntec control system provides automatic tank-gauging, inventory control, and leak-detection functions. A leak detection probe is located within the vault. Sensing devices are tested on a regular basis to ensure that they are working properly. Buried transfer piping below the sidewalk connecting the fill box and tank is double walled. Remaining transfer piping from the tank to the boiler units is single walled aboveground piping (See Figure 6-1 for a layout of the transfer piping).

The aboveground storage tank is inspected visually on a monthly basis. The monthly inspection includes: inspecting exterior surface of tanks, pipes, valves and other related equipment; inspection of storage tank flow valves, supports, and foundations; identifying cracks, areas of wear, corrosion and thinning, poor maintenance and operating practices, excessive settlement of structures, separation or swelling of tank insulation, and malfunctioning equipment. These inspections will be documented using the report form provided in Figure 6-2. Corrections regarding tank or equipment malfunctions (e.g., visible oil leaks due to loss of oil from tank seals, gaskets, rivets) will be corrected. Each aboveground tank has to be tested for integrity on a regular schedule using any testing technique such as hydrostatic testing, radiographic testing, ultrasonic testing, acoustic emissions testing, or another system for non-destructive shell testing. In addition to the monthly inspections, the aboveground tank will have a detailed inspection every 10 years. The ten year inspection will consist of the following:

1. Cleaning the tank.

2. Removal, transportation and disposal of sludge in a manner consistent with all applicable state and federal laws.

3. Inspecting the tank shell for soundness and testing all welds and seams on the tank bottom for porosity and tightness.

4. Visual inspection of the internal surfaces of the tank.

5. Inspection of internal coatings for any signs of failure of the coating system such as cracks, bubbles, peeling, curling or separation.

6. A tightness test of any connecting underground pipes.

Reports of all inspections will be maintained at the site.

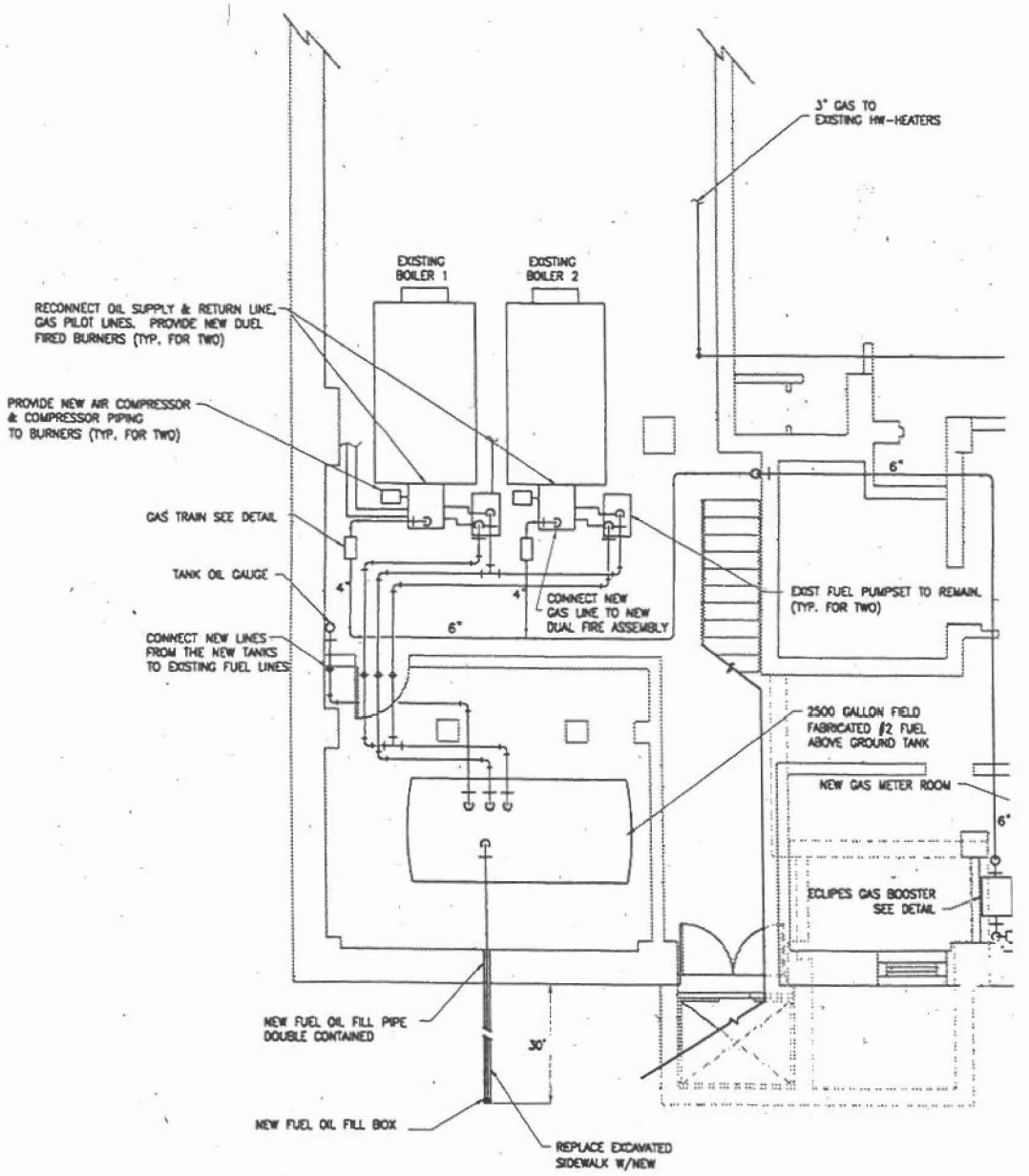

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FIGURE 6-1 TRANSFER PIPING LAYOUT LINCOLN CORRECTIONAL FACILITY MANHATTAN, N.Y.		
Drawn By:	Checked By:R.M.	Date: 12/19/02

FIGURE 6-2
AST INSPECTION REPORT

Date _____

Location _____ Liquid Level _____

Tank No. _____ Temp. _____

Capacity _____ Diameter _____ Height _____

1. Hoses and Piping

    a. General appearances of hoses_____
    b. Any leaks? _____ If so, explain _____
    c. Aboveground piping free of leaks? _____

2. Vault/ Tank Ladder

    a. Does ladder need repairs? _____

3. Contamination

    a. Is tank/ vault free of contamination? _____ If not, indicate percent coverage of each liquid and depth at worst location (attached sketch).

4. Corrosion Control

    a. Note general appearance of paint on shell, ladder and structural members:
    _____
    b. Is rusting or pitting occurring on any of the above? _____
    If yes, explain where and if repairs are needed immediately._____
    _____
    c. Are all insulating flange washers and sleeves in place?_____
    If missing, cracked, or broken, explain where and repairs needed: _____
    _____
    d. Are all ground and/or anode straps in place? _____
    If missing or damaged, indicated location on drawing and explain repairs needed:
    _____

5. Are high-level alarms functioning properly? _____ Tested to verify? _____

6. Other Observations

    a. Note any problem that would allow escape of vapors or air pollution: _____
    _____
    _____

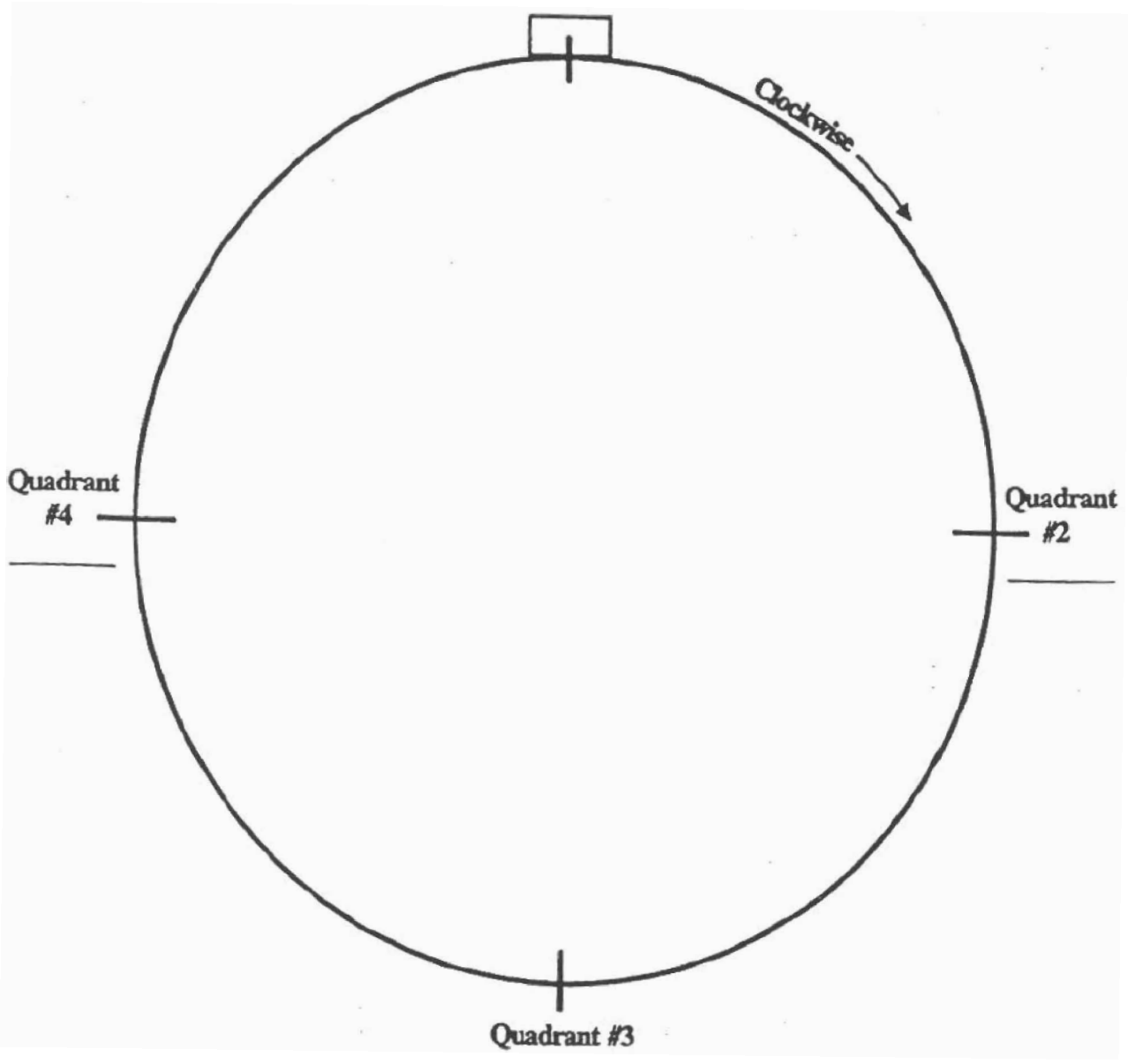
7. Show any damaged areas or problem areas on attached sketch.

8. Remote and side gauges working _____
_____

Note: If not applicable to this installation, indicate N/A

Fuel Tank Inspection Report

Piping Connections, Gauge Platform And Quadrant #1 _____



Report prepared and appropriate work orders submitted by:

_____

SECTION 7
FACILITY TRANSFER OPERATIONS [112.7a(3)]

The aboveground tank at Lincoln is located in the basement and the associated piping transferring fuel for this tank is single-walled aboveground and located indoors with the exception of portions of the fill and vent pipes which are located outside (underground beneath the sidewalk). Also the fill and vent for the AST is located on the building side of the sidewalk on W 110th Street. Therefore the threat of aboveground piping damaged by vehicular traffic is minimized.

When a pipeline is not in service or in standby service for an extended time, the terminal connection at the fill pipe is capped to minimize abrasion and corrosion and to allow for expansion and contraction. An overfill alarm is located in the fill area. All aboveground pipelines and valves are regularly inspected by operating personnel. During these inspections, general conditions of items such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are assessed.

SECTION 8
FACILITY TANK TRUCK LOADING/UNLOADING PROCEDURES [112.7(h)]

Lincoln requires all drivers to meet the minimum requirements established by the Department of Transportation and to comply with the facility standard operating procedures.

The material stored in the AST is No. 2 fuel oil. Before the tank is filled, Lincoln schedules a fuel delivery for the amount of fuel necessary to fill the tank. The amount of fuel required is determined by reading the Omntec automatic tank-gauging system. The driver is also responsible for calculating the volume of the empty space in the tank by gauging the tank with a stick and referring to a tank chart or using the gauge on the tank. The driver verifies that the volume of empty space is greater than the volume of the truck compartment that will be emptied into the tank. Delivery hoses are then connected to the fill pipes with an airtight connection.

Areas of fuel deliveries are located along West 110th street at the fill port for the AST. In general, the truck delivering the fuel oil, parks right next to the curb near the fill port of the tank. The delivery hose is run from the truck to the fill port of the tank in the sidewalk. The truck shall have an interlocked warning light or a wheel chock or warning signs shall be posted by the facility in the loading/unloading area to prevent vehicles from departing before complete disconnection of flexible or fixed oil transfer lines. A trained Lincoln employee is present to observe all fueling operations.

The following guidelines are standard operating procedures for tank truck loading and unloading:
Lincoln Employee

1. Verify fuel delivery required.
2. Make sure all paperwork is in order.
3. Check with Deputy Superintendent/Plant Utility Engineer for any additional instructions.
4. Direct tank truck to proper location and confirm measures are in place to prevent the vehicle from leaving before it is completely disconnected from the fuel transfer lines.

Fuel Delivery Contractor

1. Meet with Lincoln employee and verify amount of fuel required.
2. Secure truck to prevent departures, valves and other openings.
3. Set lines and inspect hoses for breaks and cracks.
4. Connect hose to fill port within fill port compartment.
5. Start pumping.
6. Pumping is stopped based upon tank and fuel truck metering or when the high liquid level alarm is sounded.
7. After pumping is completed:
    - Clean out lines/hoses.
    - Inspect tank truck lowermost drain and all its outlets for leaks. If necessary tighten, adjust, or replace valves to prevent leaking in transit.

Lincoln Employee

1. Sign out truck papers.
2. Release vehicle.
3. Record data.

SECTION 9
INSPECTIONS AND RECORDKEEPING [112.7(e)]

Inspections

Detailed inspections will be performed at least on monthly basis and will include the following:

- Tanks
- Response equipment
- Secondary containment i.e., visual inspection of containment dikes and berms.
- Housekeeping practices i.e., prompt removal of small spillage, regular refuse pickup and disposal, maintenance of dry, clean floors, and provisions for the storage of containers or drums to keep them from protruding into open walkways.

Record Keeping

Record keeping will be performed as follows:

- Employee Training – These records must include name, dates, course title, and evaluation. New employees must be trained within their first week of work. Refresher training exercises must be conducted yearly for all employees. Section 11 presents details regarding the training program.

- Inventory Control – It is required that inventory control be performed on a monthly basis for the purpose of monitoring leaks.

Records of the inspections, signed by appropriate supervisor or inspector, will be maintained for a period of three years.

The checklist used for these inspections is provided in Checklist 9-1.

FIGURE 9-1
FACILITY INSPECTION CHECKLIST

Date:_____ Time: _____ Inspector: _____	X = Satisfactory NA = Not Applicable O = Repair or Adjustment Required C = See comment under Remarks/Recommendations

Drainage ____ No noticeable oil sheen on runoff. ____ No visible oil sheen in containment or filling area. ____ No standing water in containment area. ____ No noticeable oil sheen in fill compartment.	**ASTs** ____ Tank surfaces checked for signs of leakage. ____ Tank condition good (no rusting, corrosion, pitting). ____ Bolts, rivets, or seams are not damaged. ____ Tank foundation intact. ____ Level gauges and alarms working properly. ____ Vents are not obstructed. ____ Valves, flanges, and gaskets are free from leaks. ____ Containment walls are intact.
Pipelines ____ No signs of corrosion damage to pipelines or supports. ____ Buried pipelines are not exposed. ____ Out-of-service pipes capped. ____ Signs/barriers to protect pipelines from vehicles are in place. ____ No leaks at valves, flanged, or other fittings.	**Truck Loading/Unloading Area** ____ Warning signs posted. ____ No leaks in hoses. ____ Drip pans not overflowing. ____ Catch basins/stormdrains free of contamination. ____ Containment curbing or trenches intact. ____ Connections are capped or blank-flanged.
Security ____ Fences and gates intact. ____ Gates have locks. ____ ASTs locked when not in use. ____ Starter controls for pumps locked when not in use. ____ Lightning is working properly.	**Training** ____ Spill prevention briefing held. ____ Training records are in order.

Remarks/Recommendations:

_____

_____

SECTION 10
SITE SECURITY [112.7(g)]

The facility is bounded by buildings on two sides, the east and west and is separated by another building on the north by a very narrow alley. There is a wall and security fence on this property line. The south wall of the facility faces 110th Street. The facility is a minimum security, male institution which is guarded 24 hours a day. Entry and exit is monitored through a system of locking doors.

Any valves that will permit outward flow of the tank's contents to the surface will be securely locked in the closed position when in non-operating or non-standby status. Loading/unloading connections of pipelines will be securely capped when not in service or standby service for an extended time.

In the vault where the AST is located, overhead lighting and spotlights/flashlights will be used to evaluate the tank conditions and detect spills.

SECTION 11
PERSONNEL TRAINING AND DISCHARGE PREVENTION PROCEDURE [112.7(f)]

11.1 PERSONNEL TRAINING

Overviews and Objectives

The purpose of the training program is to familiarize employees with the operation and maintenance of equipment to prevent discharge of their contents. The program will include training all oil-handling personnel in the operation and maintenance of equipment to prevent discharges; discharge procedure protocols; applicable pollution control laws; rules, and regulations; general facility operations; and the contents of Lincoln's SPCC Plan. It will also include a review of the Ready Emergency Data (RED) Book. Employees are also instructed and tested on the job.

The personnel training program has two major objectives:

1. Thoroughly train all employees handling petroleum products as required by their jobs.

2. Ensure that all employees are capable of effectively implementing the proper emergency procedures as appropriate to their jobs.

Training is fundamental to the efficient operation of the installation. The training program is designed to give basic training to all employees who handle significant quantities of petroleum products as part of their job. Refresher training is administered annually to the individuals who handle significant quantities of petroleum products and to individual employees according to the employee's needs. In addition, spill prevention briefings will be conducted at frequent intervals to assure that the employees have adequate understanding of the SPCC plan.

Training

One of the most common and successful methods of personnel training is on-the-job training (OJT). OJT is individualized training that is pertinent to normal daily duties. A major advantage of this type of training is "hands-on" experience and supervision for using specific equipment, if required.

OJT will be based on the job duties. It will be administered by an individual's supervisor and always by an individual with operational experience in a specific area.

Record-Keeping

Each training session will be identified in an "Employee Meeting Record". The meeting record identifies the specific information presented (usually as an outline) and the time and date of the session and includes spaces for attendees and instructors to sign and print their names.

Records of the classroom training and annual refresher training will be kept in the site for at least 3 years beyond the employee's term of employment. The employee's supervisor will be responsible for maintaining the training documents.

FIGURE 11-1
EMPLOYEE MEETING RECORD

Subject:

Instructor: Print Name_____

Signature _____

Date/Time: _____

Specific Items Discussed:

-
-
-
-
-

(Attach copies of handouts)

Attendees:

Print Name	Signature	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

FIGURE 11-2
HANDLING SPILLS OF PETROLEUM PRODUCTS

Policy

Lincoln will implement prompt containment of spills. Depending on the spill magnitude, on site spill control measures will be employed or an outside spill response company will be contracted to remediate spills.

General

All spills of petroleum products outside of buildings and which are on either unpaved soils or have migrated to such areas or to sewer lines must be reported immediately to the Plant Utility Engineer (Yakov Lanstman) and contained. Interior spills shall also be reported to the Plant Utility Engineer, contained and cleaned up. The Plant Utility Engineer will notify responsible agencies of a spill that is required to be reported [NYSDEC Spill Hotline – (800) 457-7362]

Spill reporting requirements – Petroleum spills must be reported to DEC unless they meet all of the following criteria:

- The spill is known to be less than 5 gallons;
- The spill is contained and under the control of the spiller;
- The spill has not and will not reach the State's water or any land; and
- The spill is cleaned up within 2 hours of discovery.

Information conveyed for reported spills will include address or location and phone number of the facility, date and time of discharge, type of material discharge, estimates of total quantity discharged, source of discharge, description of all affected media, cause of discharge, any damages or injuries caused by the discharge, actions being used to stop, remove and mitigate the effects of a discharge, whether an evacuation may be needed, and the names and individuals and/or organizations who have been contacted.

Containment and control options will be based on the spilled material. The Installation On-Scene Spill Coordinator (IOSC) will determine the appropriate cleanup measure. Minor spills will likely be handled with spill adsorbent material. Major spills will be cleaned up by a spills contractor. The spill related waste material will be disposed of properly in accordance with federal, state and local regulations (e.g., permitted facility - oil/water separation, thermal treatment, asphalt recycling etc.) Personnel should also be familiar with the Material Safety and Data Sheets (MSDS) for the product they handle before spills occur.

For specific details on spills, fire, explosion control, please refer to the Ready Emergency Data (RED) Book kept at the Watch Commanders Office at the facility. The RED book is updated quarterly and all supervisors review the information and sign the book.

11.2 ON-SCENE SPILL COORDINATOR DESIGNATION

For emergencies at Lincoln, the Plant Utility Engineer will be designated the IOSC. The IOSC is authorized by Lincoln to commit the resources necessary for discharge response, containment, and removal of leaks and discharges for oils at the installation.

The Plant Utility Engineer will be responsible for overseeing all activities related to an emergency or an alert for a discharge that can be managed by personnel at Lincoln. The Plant Utility Engineer can be reached at (212) 860-9400 ext. 3965 during regular business hours.

The duties and responsibility of Lincolns IOSC are as follows:

- Notify installation personnel as necessary.
- Notify all needed response personnel.
- Determine the character, exact source, amount, and extent of the release, and any other items required for notification of appropriate state and federal agencies.
- Notify, and provide necessary information to, appropriate state, federal, and local agencies having a designated response role, including the National Response Center, The New York State Department of Environmental Conservation (NYSDEC) Spill Control Hotline, and the New York City Department of Environmental Protection.
- Assess the interaction of the spilled substance with water or other substances stored at the installation and notify response personnel at the scene of the assessment.
- Assess the potential hazards to human health and the environment from the release. The assessment should include the effects of gases that may be generated and the effects of hazardous runoffs or surface water from water or chemical agents used to control fires and explosions.
- Assess and implement prompt removal actions to contain and remove the release substance.
- Coordinate rescue and response actions.
- Direct cleanup activities until relieved of the responsibility.

If an outside spill response contractor is required, a list of qualified contractors is provided in Table 11-3.

11.3 DISCHARGE PREVENTION

The designated IOSC reports to facility management and is responsible for ensuring that discharge prevention briefings are conducted for all oil-handling personnel. These briefings should be conducted on an annual basis. At a minimum the briefings should cover the following and be documented:

TABLE 11-3
LISTING OF SPILL RESPONSE CONTRACTORS

Name of Oil Spill Cleanup Contractors	Address	Contact Information
Miller Environmental Group	Brooklyn Operation Center Brooklyn, NY 11211	(P): (718) 486-9109 (F): (631) 369-4909
Clean Harbors Environmental	New York Service Center Brooklyn, NY 11222	(P): (718) 387-5600 (F): (718) 387-1570
Northeast Environmental Inc.	Mamaroneck, NY 10543	(P): (914) 777-1930 (F): (914) 777-1928
Trade-Winds Environmental Restoration	100 Sweeneydale Avenue Bayshore, NY 11706	(P): (631) 435-8900 (F): (631) 435-4337

- Review of the SPCCP so that the personnel have an adequate understanding of it's' contents.

- Past spill events and equipment failures and developed measures that prevent a similar event from recurring.

- Areas where the potential for spill is great.

- Equipment that is malfunctioning where the malfunction can result in a spill.

Employee feedback and recommendations should be encouraged in spill prevention and operation.

SECTION 12
CONFORMANCE WITH APPLICABLE GUIDELINES

This SPCCP was prepared and organized in accordance with the requirements of 40 CFR Part 112. Table 12-2 cross-references the specific requirements of the above-mentioned regulations and this SPCCP.

TABLE 12-1
Conformance with Applicable Guidelines Checklist
40 CFR Part 112

Section	Title	Cross Reference with 40 CFR Part 112	Provided
i	P.E. Certification	112.3(d)	Yes
1	General Information – Facility Name, Owner/Operator, Location	112.7 (a)	Yes
2	Spill Documentation and History	112.4 (a), 112.7 (a)	Yes
3	Direction, Rate of Flow, and Quantity of Potential Oil Spills	112.7 (b)	Yes
4	Description of Containment and/or Diversionary Structures	112.7 (c)	Yes
5	Facility Drainage	112.7 (a) (3)	Yes
6	Description of Bulk Storage Tanks	112.7 (a) (3)	Yes
7	Facility Transfer Operations	112.7 (a) (3)	Yes
8	Facility Tank Truck Loading/ Unloading Procedures	112.7 (h)	Yes
9	Inspections and Recordkeeping	112.7 (e)	Yes
10	Security	112.7 (g)	Yes
11	Personnel Training and Spill Prevention	112.7 (f)	Yes
12	Conformance with Applicable Guidelines		Yes
Appendix A	Certification of the Applicability of the Substantial Harm Criteria Checklist	112.20 (f) (1)	Yes

APPENDIX A
CERTIFICATION OF THE APPLICABILITY OF THE SUBSTANTIAL HARM CRITERIA CHECKLIST

FACILITY NAME: Lincoln Correctional Facility

FACILITY ADDRESS: 31 West 110th Street
Manhattan, NY

1. Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?

   Yes _____ No _X_

2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and does the facility lack secondary containment that is sufficiently large to obtain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground oil storage tank area?

   Yes _____ No _X_

3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the formula in Attachment C-III, Appendix C, 40 CFR 112 or a comparable formula[1]) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments? For further description of fish and wildlife and sensitive environments, see Appendices I, II, and III to DOC/NOAA's "Guidance for Facility and Vessel Response Environments" (Section 10, Appendix E, 40 CFR 112 for availability) and the applicable Area Contingency Plan.

   Yes _____ No _X_

4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III, Appendix C, 40 CFR 112 or a comparable formula[1]) such that a discharge from the facility would shut down a public drinking water intake[2]?

   Yes _____ No _X_

[1]If a comparable formula is used, documentation of the reliability and analytical soundness of the comparable formula must be attached to his form.

[2]For the purposes of 40 CFR Part 112, public drinking water intakes are analogous to public water systems as described at 40 CFR 143.2(c).

5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years?

   Yes _____ No _X_