

**SPILL AND RELEASE REPORT**

Initial Notification Information

- A. Name of person making notification: \_\_\_\_\_
- B. Address of person making notification \_\_\_\_\_
- C. Telephone number of person making notification: \_\_\_\_\_

Incident Information

- D. Chemical Released: \_\_\_\_\_
- E. Estimated Quantity \_\_\_\_\_ bbl/gal/yd<sup>3</sup>/lbs
- F. Date \_\_\_\_\_ From Time \_\_\_\_\_ AM/PM To Time \_\_\_\_\_ AM/PM
- G. Duration of release \_\_\_\_\_ minutes/hours/instantaneous
- H. Release Medium:     Air             Water             Land             Sewer  
                                  Other \_\_\_\_\_
- I. Name of the surface water affected or threatened by the spill \_\_\_\_\_
- J. Cause of Release \_\_\_\_\_

- K. Weather Conditions:    Wind Speed (mph) \_\_\_\_\_            Temperature (F) \_\_\_\_\_  
                                 Wind Direction (from) \_\_\_\_\_            Precipitation \_\_\_\_\_  
                                 Relative Humidity (%) \_\_\_\_\_            Cloud Cover \_\_\_\_\_

- L. Response Actions:     Facility Alarm Activated             Community Shelter-in-Place  
                                  Facility Evacuation             Community Evacuation  
                                  Facility Shelter-in-Place             Community Alarm Activated  
                                  Removal of Contaminated Soil             Monitoring  
                                  Other (i.e. Road Closure) \_\_\_\_\_

Extent or number of injuries / fatalities (if any) \_\_\_\_\_  
\_\_\_\_\_  
Number of evacuations (if any) \_\_\_\_\_

- M. Identity of any governmental representatives or third parties responding to the release  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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N. Acute or Chronic Health Risks Known or Anticipated \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Facility Identification

O. Facility Contact \_\_\_\_\_  
 P. Site Contact \_\_\_\_\_  
 Q. Telephone number of the responsible person at incident \_\_\_\_\_  
 R. Facility physical address \_\_\_\_\_  
 S. Address at the location of the spill (if not on-site)  
 \_\_\_\_\_  
 T. TNRCC Air Account # \_\_\_\_\_  
 U. TNRCC Solid Waste # \_\_\_\_\_  
 V. EPA ID # \_\_\_\_\_  
 W. Other \_\_\_\_\_  
 \_\_\_\_\_

Notification to Agencies

Community Emergency Notification System Activated (if applicable) (800) 928-5549

Agency Notified	Phone Number	Name of Person Contacted	Date of Report	Time of Report
National Response Center (24-hour) Report #	(800) 424-8802			
United States Coast Guard (Houston Office)	(713) 671-5100 (713) 672-6639			
Environmental Release Hotline (24-hour) (TNRCC, GLO, RRC) Report #	(800) 832-8224			
TNRCC Region 12 Office (Monday-Friday, 8-5)	(713) 767-3500			
Harris County Pollution Control (HCPCD)	(713) 920-2831			
Local Emergency Planning Committee (LEPC)	(713) 455-5372			
Texas Emergency Response Center (GLO)	(800) 832-8224			
U.S. Coast Guard (local office)	(713) 672-6639			