

## Checklist for notification in the context of abnormal occurrences on the Chemelot Site

- I. Immediately call the Operational Center (046-47 66666), followed asap by an email confirmation (use CSP reporting form)
- II. State your name, position, department, telephone number
- III. Specify the nature of the abnormal occurrence (see table below)

Immediate notification: Abnormal occurrences involving major environmental nuisance that may be perceived externally				
Consequence	Examples of disruptions in the production installation (non-limiting)	Nature of notification	Notification by	Remark
Emission, leakage, in-/external nuisance	<ul style="list-style-type: none"> <li>Instantaneous emission to the air of flammable, oxidizing, corrosive and/or irritating substances in a quantity exceeding 250 kg (LOC), except blowing off of safety valves (SVs) in LdPE plants.</li> <li>Instantaneous emission to the air of (acutely) toxic/carcinogenic substances (to which compulsory minimization applies) in a quantity exceeding 25 kg (LOC)</li> <li>Soil pollution (on or in the soil) involving leakage of &gt; 250 kg flammable, oxidizing, corrosive and/or irritating substances or &gt; 25 kg (acutely) toxic /carcinogenic substances [to which compulsory minimization applies] (LOC)</li> <li>Intensive flaring for &gt; 1 hour and/or soot nuisance due to process disruptions</li> <li>Blowing off of one or more SVs in the LdPE plants.</li> <li>A decomp in tube system.</li> <li>Incidents that have led to more than 10 external complaints (e.g. noise, emission of precipitating substances, penetrating stench, etc.)</li> <li>Other occurrences not mentioned above that cause externally perceivable nuisance (visual, odor, noise) and/or result in disquiet and more than 10 complaints.</li> </ul>	Immediate notification <ul style="list-style-type: none"> <li>always by phone and email to PL via RUD</li> </ul>	OC to PL via RUD	Notification to OVD Chemelot for consultation with shift supervisor CSP BV on-call service is to be informed  OC informs Leader Action Centre
	<ul style="list-style-type: none"> <li>All occurrences that have led to (visible) pollution of surface water (Stein harbor, Hemelbeek, Slakbeek,)</li> <li>Major process disruption in IAZI and deviating discharge into branch of Ur river.</li> </ul>	Immediate notification <ul style="list-style-type: none"> <li>In writing to "Waterschap <a href="mailto:handhaving@waterschaplimburg.nl">handhaving@waterschaplimburg.nl</a> and: Service desk "water" via <a href="mailto:meldkamer-water-ZN@rws.nl">meldkamer-water-ZN@rws.nl</a> or by phone: 0800-0341</li> <li><a href="mailto:centraleWachtdienstProductie@wml.nl">centraleWachtdienstProductie@wml.nl</a></li> </ul>	OC	CSP BV on-call service is to be informed

- The GHS classification is decisive. In the framework of the notification procedure NO<sub>x</sub>, SO<sub>2</sub> and NH<sub>3</sub> are considered to be harmful.
- Non-limiting examples of flammable, oxidizing, corrosive, irritating and acutely toxic substances/substances to which compulsory minimization applies:
  - Flammable: gasoline, ethylene, ethane, propane, propylene, ethanol, methanol, naphtha, hydrocarbons, TEAM, MTBE, xylene, styrene, toluene
  - Oxidizing: peroxides, hypochlorite, sodium nitrite, ammonium nitrite
  - Corrosive: nitric acid, sulfuric acid, oleum, caustic solutions, nitrite solution, sodium hypochlorite solution
  - Irritating: NO<sub>x</sub>, SO<sub>x</sub>, NH<sub>3</sub>, phenol, NH<sub>3</sub> water
  - Acutely toxic/substances to which compulsory minimization applies: HCN, benzene, MVC, 1.3 butadiene, ACN, NaCN (NaCN solution)

Permit notification format: higher emissions/discharges than the standards specified in the All-in one Permit for Physical Aspects and the Water Permit				
Consequence	Examples of higher-than-permitted values	Nature of notification	Notification by	Remark
	<ul style="list-style-type: none"> <li>Each instance of the emission standard in the environmental permit being exceeded</li> <li>Each instance of the discharge standard in the discharge permit (Water Act) being exceeded (IAZI effluent or part-flow standard)</li> </ul>	As soon as possible after it is known that the permit values are exceeded	Site user to CSP/Sitech EP  Site user to CSP/Sitech EP	Notification through CSP/Sitech EP via RUD to PL  Notification through CSP/Sitech EP to WL

Logbook registration: abnormal occurrences with minor environmental impact, not perceivable externally				
Consequence	Examples of disruptions in the production installation (non-limiting)	Nature of notification	Notification by	Remark
Minor environmental impact	<ul style="list-style-type: none"> <li>Pump and seal leaks, leaking flanges (minor liquid spill)</li> <li>Minor line leakages, both underground and above ground</li> <li>Soil pollution in lower quantities than specified under immediate notification</li> <li>Use of flare systems as activity inherent in the process (particularly during start-up/shutdown)</li> </ul>	Logbook notification <ul style="list-style-type: none"> <li>To be recorded in departmental logbook, without duty to notify OC</li> </ul>	Not applicable.	

### GRIP-notifications

	GRIP				
	0	1	2	3	4
<b>Effects</b>	On-site, confined to incident location	On-site, incident location and surroundings on-site.	Effects on-site + potentially off-site		Effects on-site and off-site
<b>Characterization (cumulative)</b>	Normal routine emergency services	<ul style="list-style-type: none"> <li>≥ 2 emergency services.</li> <li>Need for Operational multidisciplinary coordination.</li> </ul>	<ul style="list-style-type: none"> <li>Not all processes can be controlled from the incident location</li> <li>Incident location cannot be defined.</li> <li>Multiple CoPI's involved.</li> </ul>	Administrative duties mayor necessary, supported by GBT.	<ul style="list-style-type: none"> <li>Extra-regional disaster or crisis or threat of extra-regional expansion of the incident.</li> <li>Administrative needs: need for Administrative coordination and control.</li> </ul>
<b>Deployment</b>	Chemelot emergency services (+ AC)	Chemelot Emergency Services + AC + community emergency services (formally managed by H-OvD)  downing traffic	<ul style="list-style-type: none"> <li>see GRIP 1 + staff officer Chemelot ROT.</li> <li>When ROT not yet operative the CoPI will take first actions</li> <li>OvD-C is authorised to activate special WAS-devices</li> </ul>	See GRIP 2 + on call manager GBT.	See GRIP 2 + on call manager RBT
<b>Step up / Triggers</b>	No formal level	<ul style="list-style-type: none"> <li>Above usual routine.</li> <li>Multidisciplinary coordination needed.</li> </ul>	<ul style="list-style-type: none"> <li>The incident cannot be assessed from the location of the incident.</li> <li>Possibly more than 10 wounded.</li> <li>Multiple CoPI's.</li> <li>Incident location cannot be defined.</li> <li>Effects outside the Chemelot site.</li> </ul>	<ul style="list-style-type: none"> <li>Activating alarm sirenes in a municipality.</li> <li>Evacuation need.</li> <li>High Risk profile.</li> <li>Increased media attention.</li> <li>Large impact on society.</li> </ul>	<ul style="list-style-type: none"> <li>Need for coordination between several municipalities.</li> <li>Activation of sirenes in multiple municipalities.</li> <li>Large scale evacuation in multiple municipalities.</li> <li>Scarce assets to be shared by multiple municipalities.</li> <li>High+ Risk profile</li> <li>High media attention.</li> <li>High societal /political impact.</li> </ul>
<b>Mandate to escalate</b>	-	<ul style="list-style-type: none"> <li>OvD's (firebrigade, police, GHOR and municipal care teams, Regional Safety Body &amp; OvD-Chemelot.</li> <li>De meldkamer Veiligheidsregio.</li> </ul>	Controlroom Regional Safety Body + OvD Chemelot.	Governing body in accordance to highest incident label of the incident (if necessary in consultation with chairman next higher governing body).	Governing Body on highest incident label of the incident classification (if necessary in consultation with chairman next higher governing body).
<b>Mandate to de-escalate</b>	-	<ul style="list-style-type: none"> <li>Leader CoPI.</li> <li>Informing Mayor of municipality concerned.</li> </ul>	<ul style="list-style-type: none"> <li>Operational leader with leader CoPI as advisor.</li> <li>Inform Mayor of municipality concerned.</li> </ul>	Mayor with operational leader as advisor.	Chairman Regional Safety Body in consultation with mayor of municipalities concerned.

COPI = Commander Place Incident  
ROT = Regional Operational Team

WL= Waterschap Limburg  
RUD= Regional Uitvoeringsdienst Zuid-Limburg/Regional Service Body Limburg-South

GBT = Gemeentelijk Beleid Team/Municipal Policy Team

RBT = Regional Policy Team  
WAS = Warning- and Alarm System

Sitech-EP= Sitech Environmental Permitting  
AC = Action Centre

OC= Operational Center