

# 5

## MINUTE MEETING

### TOPIC: Compliance during Storm Response

#### WHY IT MATTERS TO YOU:

When employees and contractors are engaged in mitigating storm-related issues, they must continue to comply with applicable environmental laws and regulations.

- Spills must be reported immediately.
- Oil-filled electrical equipment (OFEE) must be handled and labeled correctly.
- Treated wood waste must be handled and transported correctly.

#### KEY DISCUSSION POINTS:

**Spills** must be reported to the district storm room as soon as they are discovered.

- Follow the protocol of the storm center where you are working or call the Environmental Emergency Hotline at 800-874-4043.

**OFEE** must be labeled by the supervisor, foreman, or crew leader who has direct knowledge about the condition and aspects of the equipment.

- Return transformers to the "local service center" and place it in the designated OFEE equipment area.
- Obtain information from leaking OFEE before placing the equipment into a transformer bag and ENPAC for transport.
- Complete the yellow transformer condition tag and zip-tie it to *all* equipment returning from the field (M62-0570). This tag meets the "storage for reuse" tracking requirements required by the EPA.
- Use a transformer condition tag even if the information is handwritten on the transformer.
- Include the address or location where the OFEE was recovered and include the OIS or PM number on the back.
- Complete a PG&E Hazardous Waste Shipping Paper to identify all loads of PCB-contaminated waste in any amount and non-PCB hazardous waste (mineral oil wastes) in excess of 10 lbs. transported from the spill site back to the local service center/headquarters or consolidation site.

**Treated wood waste (TWW)** must be transported back to the local service center and deposited in the designated treated wood bin.

- Poles or cross arms that are suspected of PCB contamination must be returned to the hazardous waste area.
- The contaminated pieces may need to be wrapped in plastic, placed in some sort of secondary containment labeled, and stored away from the elements.

#### QUESTIONS AND ANSWERS:

**Q: Why is this 5-minute meeting being issued?**

**A:** To remind employees and contractors that storm incidents don't override our compliance requirements.

#### FOR MORE INFORMATION:

- Contact your Environmental Field Specialist.
- Visit the Environmental Operations procedure webpage at:
- <http://uo/SSOS/ENV/NewIndexedGuidance.htm>



The form is titled "Electric Equipment Condition Tag" and includes a "PG&E" logo in the top left corner. It features a checklist with the following items: "OK" (with a note "No further action required - return to site"), "Electrical" (with a note "Check for damage or loose wires"), "Physical" (with a note "Check for damage or loose wires"), "PCB" (with a note "Indicates a PCB spill or leak"), and "Other:". Below the checklist, there are fields for "Equip. ID:", "Serial #:", "Date Removed:", "HQ:", and "Foreman:". At the bottom, it says "Use Permanent Marker" and "PG&E Form 0859995".