



Minnesota
Pollution
Control
Agency

Spill reporting for dispatchers

Cleanup/Emergency Response 1-06 • September 2007

This fact sheet is designed as a reminder to dispatchers and public safety responders to notify the Minnesota Duty Officer whenever there is a spill of oil or hazardous material.

While it is the responsibility of the spiller to immediately report and clean up spills, state troopers, county sheriffs, or local police departments are typically the first public safety responders to the scene. Because of this, they sometimes need to report the spill or remind the spiller to do so.

Every day, accidents involving commercial vehicles cause spills of oil and hazardous materials. The Minnesota Pollution Control Agency's (MPCA's) Emergency Response Team (ERT) oversees the proper cleanup of significant spills and relies on public safety responders and dispatchers to make sure that spills are reported to the MPCA through the Minnesota Duty Officer. Once an incident has been reported, ERT staff can contact the company responsible for the spill to ensure that it begins cleanup as soon as possible.

The Minnesota Duty Officer telephone numbers are (651) 649-5451 and (800) 422-0798. Spills can be reported to these telephone numbers 24 hours a day. The Minnesota Duty Officer will notify all state agencies that may need to be involved in the reported incident.

When reporting an incident, provide the following critical information to the Minnesota Duty Officer:

1) Spill location:

- road number or name,

- nearest intersection or mile marker,
- city;

2) Trucking company information:

- company's name, address and telephone number,
- driver's name,
- truck number;

3) Description of spilled material:

- fuel tank leakage (include size and fuel type),
- engine fluid leakage,
- cargo leakage, including name of product that is leaking, placards or labels, estimation of the quantity of cargo, and amount of leakage;

4) Location of the spilled material:

- on the roadway or shoulder,
- in a ditch (with or without standing water),
- material has entered storm sewer, and/or material has affected surface water (river, creek, pond, etc.); and

5) Initial response to spill:

- roadway has been closed,
- local fire department is responding,
- Minnesota Department of Transportation (MnDOT) is sanding the spill, etc.

Thank you for your assistance! For more information on spill reporting, cleanup or disposal, call the MPCA at (651) 296-6300 or (800) 657-3864 and ask for a member of the Emergency Response Team or go to www.pca.state.mn.us/cleanup/pubs/ertpubs.html on the Internet.