

Doc Custodian: Safety Professional	Marathon Petroleum Company LP Refining Toxic Mitigation	Doc No: RSW-0172-GV Rev No: 5
Approved By: PSM Supervisor		Garyville Refining Safe Practice
Revision Approval Date: 9/1/2023		Next Review Date: 9/1/2028

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1.0 PURPOSE

- 1.1 To ensure that proper respiratory protection is provided and used correctly in the event of a toxics release that requires emergency respiratory protection for safe evacuation of occupied buildings. The refineries' Central Control Room has been designated as a Safe Haven and is subject to its own unique procedures.

This Program sets forth the standard operating procedures covering the use of escape respirators, and the employee training and record keeping requirements.

2.0 APPLICATION

- 2.1 This standard shall apply to all MPC and Contract personnel that work within the Louisiana Refining Division fence line.

3.0 IMPLEMENTATION

- 3.1 All emergency escape respiratory protective equipment usage at the LRD shall be conducted in accordance with this standard and any applicable regulatory standards.

4.0 RESPONSIBILITIES

- 4.1 All MPC employees and contract employees shall be responsible for:
 - 4.1.1 The proper use of escape respiratory protection equipment;
 - 4.1.2 Reporting damaged or lost escape respiratory protection equipment to their supervisor; and
 - 4.1.3 Understanding and following established procedures for safe mustering and accountability in the event that a toxic release emergency is declared.
- 4.2 The Emergency Response Coordinator shall be responsible for:
 - 4.2.1 Ensuring that escape respirators are available as required in this standard;
 - 4.2.2 Training all MPC employees and contract employees initially and annually on the use of escape respirators;
 - 4.2.3 Establishing a management system and ensuring that it is being followed to inspect the supplied air system in the Control Room for emergency use; and
 - 4.2.4 Establishing a management system and ensure that it is being followed to inspect and account for emergency escape respirators.
- 4.3 The Maintenance Craft Supervisor shall be responsible for:
 - 4.3.1 Ensuring that all Escape PPE Respirators and Storage Containers are in compliance

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with applicable MI standards;

- 4.3.2 Ensuring that all windsocks are in compliance with applicable MI standards:
- 4.3.3 Ensuring that all Control Room equipment required for establishing Safe Haven conditions are in compliance with applicable MI standards; and
- 4.3.4 Ensuring that supplied air systems required to mitigate toxics infiltration of the Safe Haven are in compliance with applicable MI standards.
- 4.4 The Security Coordinator shall be responsible for:
 - 4.4.1 Ensuring that all security personnel qualified to work the Security Command Center (SCC) are trained on the procedure for establishing the Control Room as a Safe Haven; and
 - 4.4.2 Ensuring that all responsible security personnel are trained on the protocol for activating perimeter turnstiles for refinery evacuation.
- 4.5 The Human Resources Manager shall be responsible for:
 - 4.5.1 Establishing and communicating guidelines for refinery access to persons with limited mobility, such that their ability to safely follow established toxic release emergency procedures could be compromised;
 - 4.5.2 Ensuring that persons entering the refinery with mobility limitations are evaluated by the refinery medical staff for fitness to follow the toxic release emergency procedure; and
 - 4.5.3 Ensuring that the results of medical evaluations of persons with limited mobility are communicated to proper supervision.
- 4.6 The Turnaround Coordinator shall be responsible for:
 - 4.6.1 Ensuring the Management of Change process to locate occupied buildings in high activity areas contemplates the supply of escape respirators if the location is inside 330 ft of the process unit boundary, or within the 0.1% Toxic Vulnerability contour in the facility siting study.

5.0 DEFINITION

- 5.1 **Escape Only Mouthpiece Respirator:** A single use, disposable emergency respirator designed to provide respiratory protection for emergency escape from atmospheres which suddenly become contaminated with substances for which the respirator is approved.
- 5.2 **Escape PPE Storage Containers:** Permanently installed, securable, weatherproof, distinctly colored, uniquely numbered containers for PPE storage.

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- 5.3 **Facility Siting Study**: The required (RSP-1302) Process Safety Information study performed in compliance with RSP-1314 “PSM/RMP Building and Tent Siting”. The study is typically performed by 3rd party risk management experts and is revalidated every 5 years. The study contains the specifics regarding the 0.1% Toxic Vulnerability and the occupied buildings within 330 ft of a Maximum credible event MCE,

(Note) In regard to toxic’s, the Marathon facility siting subject matter expert specifies the 330 ft from the process as equivalent to meet the requirement of 330 ft from an MCE.

- 5.4 **High Activity Areas**: Areas where occupied Temporary Portable Buildings (TPBs) are placed to support activities such as construction, shutdowns, turnarounds, or other maintenance activities. High Activity Areas are also defined as areas within process units where 50 or more personnel are expected to be working.
- 5.5 **Limited Mobility**: A physical limitation which hinders personnel from safely travelling across uneven ground in a timely manner.
- 5.6 **Maximum Number of Expected Occupants**: The number of people designated to occupy the building during normal business activities. The number is based on people occupying office space and the total number of conference room & lunchroom chairs.
- 5.7 **Muster Locations**: Designated locations within the facility that provide electronic plant personnel accountability via the badging system.
- 5.8 **Occupied Buildings**: Buildings designated for occupancy as defined by RSP -1314.
- 5.9 **Perimeter Turnstiles**: Remotely activated, exit only, rotating turnstiles located on the refinery perimeter fence line to be used only in the event that a refinery evacuation is called for by the Incident Commander.
- 5.10 **Safe Haven**: A building designed and tested to meet the requirements of RSP – 1314 where critical operational activities are conducted to mitigate and manage facility responses during a toxic release event or other plant emergency.
- 5.11 **Supplied Air System**: A permanent breathing air system engineered to allow for continuous critical operations within the Safe Haven. System capacity shall provide breathing air for 20 personnel for a 2-hour period.
- 5.12 **Temporary Portable Buildings**: A Temporary Portable Building (TPB) is a portable building generally associated with a turnaround, shutdown, or other maintenance activities. This is substantially equivalent to an occupied building when referred to in this document.
- 5.13 **Toxic Response Criteria**: Criteria detailed in RSP-1314 on Table 4.4 or Section 7 “Site Specific Toxic Hazard Review”. Occupied buildings within 0.1% Toxic Vulnerability (RSP-1314 Table 4.3) and within 330 ft of a process boundary (or MCE in RSP-1314 7.2.1(b)(6) – see definition of Facility Siting Study) as designated in the facility siting study, require Toxic Response PPE as detailed in this document.

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- 5.14 **Wind Socks:** Highly visible indicators of wind direction and speed. Wind socks shall that are installed at elevation. A minimum of one wind sock shall be visible from all refinery occupied buildings.

6.0 REQUIREMENTS

6.1 Training

- 6.1.1 All personnel entering the refinery must be trained on the use of escape respirators and mustering procedures:
 - 6.1.1.1 Training and refresher training will be done via the LRD Site Specific Training;
- 6.1.2 All Security personnel qualified to work the Security Command Center (SCC) must be trained on Control Room Safe Haven Procedures;
- 6.1.3 All Operations Personnel qualified to work Control Room Consoles, including all Operations Supervisors, must be trained on Control room Safe Haven Procedures.

6.2 Escape PPE

- 6.2.1 Disposable Escape Mouthpiece Respirators must be stocked and stored as defined in Appendix A.
 - 6.2.1.1 Training & refresher training will be done via the LRD Site Specific Training;
- 6.2.2 All Disposable Escape Mouthpiece Respirators must be inventoried at least yearly. Any missing respirators shall be replaced immediately.
- 6.2.3 Disposable Escape Only Mouthpiece Respirators shall contain an acceptable acid gas cartridge for toxic gas hazards identified in the Facility Siting Study. (HF and H₂S)
- 6.2.4 Respirators shall be stored in secured containers at locations specified in Appendix A. Escape PPE is required in occupied buildings meeting the Toxic response criteria.
- 6.2.5 Respirator storage containers shall be a highly visible color. Containers will be clearly labeled on the exterior: "Escape Respirators, Emergency Use Only".
- 6.2.6 Each respirator storage container shall have a unique identifier that identifies container location and number of respirators inside as specified in Appendix A. This identifier may be in the form of a scannable bar code.
- 6.2.7 Each respirator storage container shall have a breakable securing device attached to the opening to indicate that the container has not been opened.

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7.0 REFERENCES

DOC. LIB. NO.: 311.512

8.0 APPENDICES

8.1 APPENDIX A - Disposable Escape Only Mouthpiece Respirator Storage Requirements.

8.1.1 Purpose

8.1.1.1 The Louisiana Refining Division Toxics Mitigation Policy is designed to insure that escape respiratory protection is available to 110% of the maximum expected occupancy in occupied buildings meeting the Toxic response criteria.

8.1.2 Storage Policy

8.1.2.1 All Escape Only Mouthpiece Respirators shall be stored according to the following guidelines.

8.3.2.1.1 Storage containers shall be installed near the exits of occupied buildings within the criteria requiring PPE for toxic response. The containers will contain 110% of the maximum number of expected occupants.

8.3.2.1.2 All Storage Containers shall be permanently mounted to building walls, pipe supports, or freestanding posts in areas where pipe supports are not available.

8.2 APPENDIX B - Escape Only Respirator Storage Locations:

8.2.1 Occupied Buildings:

8.2.1.1 Storage Containers for Escape Only Mouthpiece Respirators will be uniquely identified as follows:

8.2.1.1.1 Leading letters shall be "OC"

8.2.1.1.2 The first set of three digits shall match the Data Base Id for the occupied building.

8.2.1.1.3 The second set of three digits will designate the storage container number for the building. For instance a building with two storage containers will be assigned 001 and 002 for that

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building. A building with 5 storage containers will have numbers 001 through 005 assigned.

8.2.1.1.4 The third set of digits will designate the number of escape respirators stored in the container. These numbers will be between 10 and 50.

Database ID	Unique Identifier	Building Name	Building Location	Box number(s)
108	GVL-7-P-O-2805	Laboratory Building	650W, 4207N	OC-108-001-10 OC-108-002-20
113	GVL-7-P-O-2811	Fire House	437W, 4330N	OC-113-001-05
114	GVL-7-P-O-2812	Comfort Station - Unit 63	1649W, 2687N	OC-114-001-05
116	GVL-7-P-O-2813	Old Administration Building	338W, 4905N	OC-116-001-20 OC-116-002-20 OC-116-003-20 OC-116-004-20 OC-116-005-20 OC-116-006-20 OC-116-007-20 OC-116-008-20 OC-116-009-20 OC-116-010-20
121		Lab Office Building		OC-121-001-20 OC-121-002-10
127	GVL-6-P-O-2816	Vehicle Maintenance Building	554W, 5509N	OC-127-001-05 OC-127-002-05
129	GVL-6-P-O-2817	Maintenance Building/Warehouse A	669W, 5495N	OC-129-001-05 OC-129-002-05 OC-129-003-10 OC-129-004-10
132	GVL-7-P-O-2818	Boiler Control Room	991W, 4804N	OC-132-001-10
134	GVL-7-P-O-2826	Zone 6 Maintenance Shop	2582W, 2549N	OC-134-001-10 OC-134-002-20 OC-134-003-20
135	GVL-6-P-O-2827	Zone 3 Maintenance Shop	1763W, 5801N	OC-135-001-10 OC-135-002-20
136	GVL-7-P-O-2829	Zone 1 Comfort Station	1060W, 4655N	OC-136-001-30 OC-136-002-30
138	GVL-7-P-O-2831	Filter Press Control Room	2565W, 4146N	OC-138-001-20
139	GVL-7-P-O-2832	Zone 4 Maintenance Shop	1965W, 4815N	OC-138-001-10 OC-138-002-20
140	GVL-6-P-O-2833	RBS Control Room	2400W, 6217N	OC-139-001-20
142	GVL-6-P-O-2836	Zone 2 Maintenance Shop	895W, 5860N	OC-140-001-10 OC-140-002-20 OC-140-003-20
160	GVL-6-P-O-2859	E&I Shop/Warehouse B	412W, 5602N	OC-160-001-10 OC-160-002-10
166	GVL-6-P-O-2864	Operator Shelter - Unit 27/Change House	1810W, 5378N	OC-166-001-10 OC-166-002-05

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167	GVL-6-P-O-2865	Turnaround Office Building	780W, 5855N	OC-167-001-10 OC-167-002-10 OC-167-003-10 OC-167-004-10 OC-167-005-10
175	GVL-6-P-O-2874	Domain 2/3 Offices	1060W, 5515N	OC-175-001-10 OC-175-002-10
179	GVL-6-P-O-2878	Operator Shelter - Unit 5	1452W, 6270N	OC-179-001-05
189	GVL-6-P-O-2889	Zone 7 Maintenance Shop	1700W, 6600N	OC-189-001-10 OC-189-002-10 OC-189-003-30
190	GVL-6-P-O-2890	Coker Warehouse	1950W, 6600N	OC-190-001-30
197	GVL-6-P-O-28147	Operator Shelter - Unit 7	1151W, 5927N	OC-197-001-05
198	GVL-6-P-O-28148	Operator Shelter - Unit 8/9	1107W, 5677N	OC-198-001-05
199	GVL-7-P-O-28149	Operator Shelter - Unit 10	1231W, 4370N	OC-199-001-05
201	GVL-7-P-O-28151	Operator Shelter Unit 14 (New)	1935W, 4850N	OC-201-001-05
202	GVL-7-P-O-28152	Operator Shelter - Unit 15	1900W, 4700N	OC-202-001-05
203	GVL-7-P-O-28153	Operator Shelter - Unit 19	1212W, 4832N	OC-203-001-05
204	GVL-7-P-O-28154	Operator Shelter - Unit 22	1481W, 4082N	OC-204-001-05
205	GVL-6-P-O-28155	Operator Shelter - Unit 25	2133W, 5667N	OC-205-001-05
206	GVL-6-P-O-28156	Operator Shelter - Unit 26/17	1707W, 5547N	OC-206-001-05
207	GVL-6-P-O-28157	Operator Shelter - Unit 32	1318W, 5246N	OC-207-001-05
208	GVL-6-P-O-28158	Operator Shelter - Unit 42	1603W, 5878N	OC-208-001-05
209	GVL-6-P-O-28159	Unit 45 Operator Shelter	1125W, 5080N	OC-209-001-05
210	GVL-8-P-O-28160	Operator Shelter - Dock 1	628W, 716N	OC-210-001-05
211	GVL-8-P-O-28161	Operator Shelter - Dock 2	1792W, 498N	OC-211-001-05
212	GVL-4-P-O-28162A	Operator Shelter - Dock 3A	3143W, 138N	OC-212-001-05
213	GVL-4-P-O-28162B	Operator Shelter - Dock 3B	3619W, 43N	OC-213-001-05

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230	GVL-7-P-O-28184	Team 1 Complex Building	1200W, 4650N	OC-230-001-10 OC-230-002-10 OC-230-003-10
236	GVL-6-P-O-28190	Unit 56 Operator Shelter (New)	1289W, 6901N	OC-236-001-05
237	GVL-6-P-O-28191	Operator Shelter Unit 55	1705W, 6970N	OC-237-001-05
243	GVL-7-P-O-28203	Comfort Station - Unit 36	982W, 4726N	OC-243-001-05
251	GVL-6-P-O-28207	Test Lab - Unit 25	2290W, 5740N	OC-251-001-10
256	GVL-6-P-O-28211	Unit 46 Operator Shelter	1815W, 6170N	OC-256-001-05
261	GVL-7-P-O-28214	WWTP Office	2250W, 4800N	OC-261-001-10
348	GVL-6-P-O-28294	Unit 05 Instrument Shelter	1068W, 6365N	OC-348-001-05
350	GVL-6-P-O-28298	North Zone Shop	225W, 5500N	OC-350-001-20 OC-350-002-20 OC-350-003-20 OC-350-004-20
351	GVL-11-P-O-28299	Zone 1 Maintenance Shop	-100W, 4550N	OC-351-001-20 OC-351-002-20 OC-351-003-20
352	GVL-7-P-O-28300	Machine Shop	206W, 4600N	OC-352-001-20 OC-352-002-20 OC-352-003-20 OC-352-004-20
360	GVL-6-P-O-28336	Unit 205 Operator Shelter	741W, 6389N	OC-360-001-05
361	GVL-6-P-O-28337	Unit 205 Instrument Shelter (Switch Deck)	600W, 6380N	OC-361-001-05
362	GVL-6-P-O-28338	Unit 205 Instrument Shelter (Cutting Deck)	538W, 6444N	OC-362-001-05
363	GVL-10-P-O-28341	Unit 210 Operator Shelter	-728W, 5045N	OC-363-001-05
364	GVL-10-P-O-28342	Unit 211/212 Operator Shelter	-783W, 5475N	OC-364-001-05
365	GVL-10-P-O-28343	Unit 214 Operator Shelter	-580W, 5870N	OC-365-001-05
366	GVL-10-P-O-28344	Unit 215 Operator Shelter	-725W, 5910N	OC-366-001-05
367	GVL-6-P-O-28345	Unit 220 Operator Shelter	783W, 5500N	OC-367-001-05
368	GVL-11-P-O-28346	Unit 222 Operator Shelter	-570W, 4951N	OC-368-001-05
369	GVL-10-P-O-28347	Unit 239 Operator Shelter	-498W, 5421N	OC-369-001-05
370	GVL-4-P-O-28348	Dock 5 Shelter	3100W, - 100N	OC-370-001-05

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383	GVL-7-P-O-28373	Domain 4 Operation Building Annex	2080W, 4695N	OC-383-001-20
384	GVL-7-P-O-28393	New Operator Shelter Unit 11/12	1772W, 4271N	OC-384-001-05
460	GVL-5-T-O-50	Turner Trailer - Triple	300W, 3900N	OC-460-001-30 OC-460-002-30 OC-460-003-30
492	GVL-6-T-O-83	Turner Equipment Operators - Single	900W, 7675N	OC-492-001-10 OC-492-002-20
537	GVL-6-T-O-28199	GE Betz Office Trailer	250W, 5250N	OC-537-001-20
544	GVL-7-T-O-143	Contractor Trailer WWTP - Single - Pala	2400W, 4125N	OC-544-001-30
591	GVL-6-P-O-28410	LPG Truck Loading Rack Building	2325W, 6069N	OC-591-001-05
592	GVL-6-P-O-28411	Refinery Grade Propylene Loading Rack Building	2465W, 6170N	OC-592-001-05
593	GVL-6-P-O-28412	Polymer Grade Propylene Loading Rack Building	2478W, 6781N	OC-593-001-05
	GVL-0-T-O-BRM1	LRD Owned BRM	Refinery	GVL-BRM1-001-20
	GVL-0-T-O-BRM2	LRD Owned BRM	Refinery	GVL-BRM2-001-20
	GVL-0-T-O-BRM3	LRD Owned BRM	Refinery	GVL-BRM3-001-20
	GVL-0-T-O-BRM4	LRD Owned BRM	Refinery	GVL-BRM4-001-20
	GVL-0-T-O-BRM5	LRD Owned BRM	Refinery	GVL-BRM5-001-20
	GVL-0-T-O-BRM6	LRD Owned BRM	Refinery	GVL-BRM6-001-20
	GVL-0-T-O-BRM7	LRD Owned BRM	Refinery	GVL-BRM7-001-20
	GVL-0-T-O-BRM8	LRD Owned BRM	Refinery	GVL-BRM8-001-20
	GVL-0-T-O-BRM9	LRD Owned BRM	Refinery	GVL-BRM9-001-20
	GVL-0-T-O-BRM10	LRD Owned BRM	Refinery	GVL-BRM10-001-20

9.0 REVISION HISTORY

Revision Number	Description of Change	Written by	Approved by	Revision Date	Effective Date
0	New Document	PSM	PSM	10/01/2013	10/01/2013
1	Reviewed		PSM	01/20/2017	01/20/2017
2	Replaced "3M 5602 respirator" with "an	Chris Delaney	PSM	04/06/2017	04/06/2017

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	acceptable acid gas cartridge” in section 6.2.3				
3	Updated respirator storage database to include #136, Zone 1 comfort station	Allison Miller / Don Schwenn	PSM	11/15/2017	11/15/2017
4	Updated policy to remove all PPE outside toxic response criteria. Added definitions for facility siting plan and toxic response criteria. Other minor changes to accommodate policy update. PMOC 79450	Don Schwenn	PSM	9/1/2020	9/1/2020
5	3 Year Review. No Changes	Don Schwenn	PSM (Casey Berniard)	9/1/2023	9/1/2023