

APPENDIX 9
(SOUTH CAROLINA EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN

I. INTRODUCTION

- A. The efficient, timely, and sustainable supply of diesel, gasoline, and liquid propane to emergency response vehicles and equipment is essential to enhance the overall disaster response/recovery effort and enable necessary assistance.
- B. In a post-disaster environment, fuel supply must be reliable, sustainable, and available within the impacted area. Emergency fueling points must be accessible and provided with the required fuel.

II. PURPOSE

- A. Establishes guidance for providing supply, and distribution of diesel, gasoline, and liquid propane as needed to Federal, State, county, municipal, and special purpose district emergency response vehicles and/or equipment associated with an emergency response, once all fuel sources used as part of normal operating procedures have been exhausted.
- B. Defines the roles and responsibilities of State Emergency Response Team (SERT) in support of local governments in crisis management response to a fuel shortage.

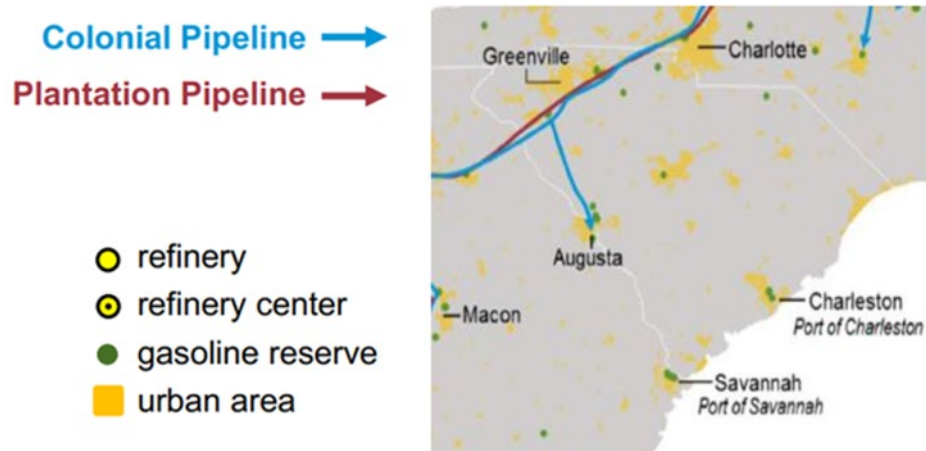
III. SCOPE

- A. The South Carolina Emergency Refuel Plan addresses refueling operations to be conducted in coordination with the South Carolina Emergency Operations Plan (SCEOP) to address responsibilities, processes, and actions specific to refueling operations.
- B. This plan focuses on the provision of fuel for emergency response activities to include emergency responder vehicles and generators supporting critical facilities including but not limited to: Emergency Operation Centers (EOCs), hospitals, communication towers, and water/wastewater systems.
- C. This plan can be used in conjunction with other hazard-specific appendices to the SCEOP as required.

IV. FACTS AND ASSUMPTIONS

- A. Facts
 - 1. Colonial Pipeline provides 75% of petroleum products to South Carolina, Plantation Pipeline provides 24%, and the Port of Charleston, Port of Savannah, and Port of Wilmington provide 1%.

2. The Colonial Pipeline, Plantation Pipeline, and Port of Charleston systems deliver diesel, gas, jet fuel, and other refined products.
3. There are sixteen terminals in-State where fuel is offloaded from the pipelines. Fuel is distributed by truck to commercial and governmental fueling stations.
4. South Carolina consumes approximately 2.6 billion gallons of motor fuel annually.
5. Colonial Pipeline and Plantation Pipeline operate on a five-day cycle, where in-season fuel is pumped in the same sequence every five days.



B. Assumptions

1. Pipelines are responsible for repairing their privately owned infrastructure and restoring fuel supply.
2. Pipelines have internal plans to respond to disruptions of their systems.
3. Fuel shortage impacts could be experienced within South Carolina or widespread impacting multiple states. Competing demands for fuel will result.
4. All fueling points rely on commercial fuel suppliers for their fuel inventory.
5. Widespread power outages will significantly inhibit the ability to refuel responding agency vehicles and equipment.
6. Critical facilities running on generator power will require consistent refueling through a power outage.
7. There may be a delay from restoration of the pipeline to the delivery of fuel to South Carolina.

V. SITUATION

- A. The pipelines and ports that supply South Carolina with petroleum products are vulnerable to a wide array of natural and man-made hazards which could impact the State, county and municipal government(s) ability to acquire, maintain, and dispense motor fuels to responding emergency response and agency vehicles and equipment. These hazards include, but are not limited to:
 - 1. Man-Made
 - a. Cyber Attack
 - b. Complex Coordinated Terrorist Attack
 - c. Unintentional Human Error
 - 2. Naturally Occurring
 - a. Earthquake
 - b. Hurricane
- B. The duration and development of the fuel shortage is dependent on the hazard. A natural hazard may cause an immediate shortage due to a power outage or damage to a fuel terminal. A man-made hazard affecting the pipeline will cause a gradual onset of shortage due to fuel being in the pipelines and terminals.
- C. The inability to refuel could be due to a lack of fuel, inaccessibility to fueling stations, damaged fueling stations, or loss of power. Refueling operations will follow the same process regardless of the situation.
- D. Emergency refuel operations will involve SCEMD and SERT partners identifying impacted areas and supplying fuel resources through governmental and private support.

VI. CONCEPT OF OPERATIONS

- A. Prior to activation of this plan, the following preparedness activities are recommended for counties/municipalities:
 - 1. Enroll in the State Fuel Contract and acquire fuel cards through State Fleet Management to enable fueling at SC Department of Transportation (SCDOT) yards. Users may contact SCDOT, State Fleet Management, or SCEMD for more information.

2. Establish relationships with local SCDOT/SC Department of Education (SCDE) fuel yards to ensure proper access to facilities during emergency refueling operational periods.
3. Pre-identify emergency response vehicles, generators, and other equipment that would require fuel before an event and an estimated burn rate for each item.
4. Consider developing a local emergency refuel plan that involves local vendors or alternate fuel yards in support of first responder refueling operations.
5. Consider developing or increasing local fuel storage options.

B. Plan Activation

1. The State will execute the entire plan or specific elements in response to a disaster or other event which threatens the supply or transmission of fuel in South Carolina.
2. Depending on the extent of the situation, a Refuel Task Force composed of SERT members and State Emergency Operations Center (SEOC) Operations, Logistics, and Plans may be initiated to provide recommendations of fueling priorities to the Executive Group.
3. The following criteria will be considered when recommending the activation of this plan:
 - a. Notification of a natural/man-made event that would affect fuel supply statewide.
 - b. An event within or outside the State that threatens or disrupts the fuel supply to/within any county and requires a concentrated, long-term effort to locally distribute/redistribute motor fuel.
 - c. Notification, via resource request, that all fuel for emergency operations will be expended within 36 hours.
 - d. Activation of transportation, blending and environmental waivers.
 - e. Recommendation of fuel conservation measures requested statewide by the SERT/Executive Group to the Governor.

C. Determining Potential Fuel Needs

1. For events with advance notice such as hurricanes, Emergency Support Function (ESF)-1, in coordination with SEOC Operations, will determine

areas for plan execution by utilizing available decision tools (i.e. HURREVAC) and/or modeling software (i.e. Hazus) to estimate the potential scope of impact and extent of damage.

2. Events without notice may require an immediate execution based on known impact conditions.
3. If there is time prior to plan execution, SEOC Operations will contact affected county EOCs to determine the anticipated extent of county and municipal participation in emergency fueling at the State yards, coordinate plan execution date/times, and coordinate specific routes to begin clearing immediately post-impact.
4. Once the plan is implemented, SEOC Operations may contact the county EOCs to confirm county/municipal extent of participation, road clearing priorities and operations, state yard conditions, and status of fuel site recovery plans and operations.
5. SEOC Operations will periodically contact the affected county EOCs for information and monitor plan execution.

D. Emergency Fueling Resource Support

1. Emergency refueling will be supported by SCDOT/SCDE and/or a contracted emergency fuel provider once all standard fuel sources have been exhausted or are unavailable post-disaster.
2. Diesel exhaust fluid (DEF) is available at SCDOT/SCDE yards and through the contracted emergency fuel provider. Requestors should indicate in the Palmetto resource request if DEF is needed.

E. Emergency Fueling Operations

1. SCDOT/SCDE:
 - a. SCDOT and SCDE fuel yards are the primary sources of refueling for emergency response vehicles.
 - b. For events with warning, SCDOT and SCDE will ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available post-disaster.
 - c. Both SCDOT and SCDE will employ normally contracted suppliers for pre- and post-disaster refuel operations.

d. SCDE can deploy mobile tankers to provide fuel transport between yards and/or dispense diesel fuel for emergency response vehicles or equipment. The need and prioritization for these tankers will be coordinated through ESF-1, utilizing the resource request process.

e. SC State Fleet Management can deploy a limited number of tankers.

2. Emergency Fuel Provider:

a. For operations requiring additional fuel support, the State, through SEOC Logistics and ESF-7 (Finance and Administration), will contract with emergency fuel provider(s).

b. Deployable resources include fueling tankers/trailers, bobtail trucks, and portable Frac Tanks.

c. SCEMD will request a liaison from the emergency fuel provider to support refuel operations and deconflict fuel resource requests.

F. Refueling Prioritization

1. The primary purpose of the emergency refueling operation is to ensure the uninterrupted supply of fuel to vehicles and equipment engaged in or supporting disaster response operations. (e.g. security, law enforcement, generator support for critical infrastructure, traffic control, reentry, EMS, fire, rescue (both human and animal), road clearing, emergency management, and response operations supported by SCDOT and SCDE).

2. SCDOT and SCDE maintenance yards or contracted emergency fuel provider support may not be available in every county based on fuel burn rates and critical resupply levels. Refueling support availability will be based on statewide prioritization.

3. If necessary, the Executive Group will determine fuel prioritization. Refueling operations will align with the State's priorities as identified in the SCEOP. See the SCEOP Basic Plan, Section VII, paragraph D (Plan Activation).

4. State Emergency Support Functions (ESFs) maintain internal pre-identified refueling priorities to remain operational while responding to disasters.

5. Potential users include vehicles and equipment from the following jurisdictions:

a) State government response vehicles and equipment permanently located or operating within the impacted county.

- b) County government response vehicles and equipment if fuel is unavailable through normal procurement channels or commercial sources.
- c) Municipal government response vehicles and equipment if fuel is unavailable from county, municipal or commercial sources.
- d) Vehicles and equipment operated by entities contracted by the above government agencies accomplishing missions in support of those government agencies, and fuel is not available from commercial sources.
- e) Federal response vehicles and equipment operating within the impacted county if no prior federal arrangement has been accomplished for logistical support and an acceptable method of reimbursement for dispensed fuel has been agreed upon between the yard/fuel owner and the federal government.
- f) Other users approved by SEOC Operations.

G. Fuel Requests and Coordination

- 1. All fuel requests shall be submitted to SEOC Logistics through Palmetto EOC. SEOC Logistics/ESF-1 will assess the request and task the appropriate entity for fulfillment.
- 2. ESF-1 will coordinate and facilitate SCDOT/SCDE fuel yard operations and delivery of fuel through SCDE tankers.
- 3. Requests for refuel through the emergency fuel provider will be tasked to ESF-7. SEOC Logistics will request a liaison from the fuel contractor to coordinate fuel delivery for trucks and resources managed by the company.
- 4. Resource requests for fuel support should provide the following information in the resource request:
 - a. Types of operations supported (e.g., fire, police, ambulance).
 - b. Number of vehicles and other equipment to be supported in a 24-hour period.
 - c. Location of fuel delivery or SCDOT/SCDE Maintenance Yard for refueling.
 - d. Security measures in place if truck or tank will be left on site.
 - e. Number of gallons and type(s) of fuel required.
 - f. Number of gallons of DEF, if required.

- g. Number of days of fueling support.
- h. Contact Information (Name, Department, Address, Phone number).

H. Maintenance Yard Operations

1. General

- a. SCDOT and SCDE must be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations and cooperatively pre-plan individual yard fueling capabilities and develop fuel operations plans.
- b. SCDOT and SCDE maintenance yards vary in size, configuration, and types/quantities of fuel on-hand.
- c. ESF-1 will coordinate with SCDOT and SCDE fuel yard personnel to relay authorized fueling requests.

2. SCDOT Maintenance Yards

- a. SCDOT maintenance yards dispense gasoline and diesel.
- b. SCDOT yard pumps operate only with Wright Express Cards (WEX).
- c. Fuel may be dispensed to non-card holders at SCDOT maintenance yards utilizing specific SCDOT Supervisor WEX Cards in accordance with this plan, however tracking and invoicing will be required to facilitate reimbursement. SCDOT will manually track fuel issued.

3. SCDE Maintenance Yards

- a. SCDE maintenance yards will only dispense diesel fuel.
- b. SCDE maintenance yards do not use the WEX card system and instead are free flowing pumps. SCDE yard employees will operate any pumps used in accordance with this plan. The agency and amount of fuel dispensed will be logged for tracking and invoicing, and to facilitate reimbursement. SCDE will manually track fuel issued.

I. Mobile/Emergency Fuel Provider Operations

- 1. Multiple mobile refueling missions may be conducted simultaneously with fueling resource requests facilitated by SCDE and the contracted emergency fuel provider.

2. Mobile fueling operations can supply gasoline, diesel and/or liquid propane delivery.
3. Mobile fueling operations can spot deliver fuel to storage tanks and generators supporting critical infrastructure.
4. SEOC Logistics will directly coordinate with counties concerning fuel PODs locations and operations.
5. Authorized requests for refuel will be communicated with personnel staffing fuel PODs and mobile refueling vehicles.

J. Post-Disaster Yard Access

1. SCDOT and SCDE will pre-plan access routes into and out of the yards in all counties and identify any impediments to rapid route clearing.
2. SCDOT and SCDE fueling points will establish operating hours for responder fueling, with urgent needs for fuel accommodated as necessary.
3. The Executive Group, ESF-1, and SEOC Operations collaboratively set overall route clearing priorities for maintenance yard access by county, municipal, and contracted resources.
4. If route clearing is not practical or yards are damaged beyond practical use, then yards in neighboring jurisdictions will be used to support fuel operations in the impacted areas.

K. Post-Disaster Security

1. Maintenance Yards/Refueling Points may require 24-hour security as required.
2. Owning agencies will coordinate security requirements with ESF-1. ESF-1 will facilitate necessary actions through SEOC Logistics, ESF-13 (Law Enforcement) and the appropriate counties/municipalities.

L. Maintenance Yards Use as Staging Areas

1. SCDE maintenance yards may also be utilized as Staging Areas.
2. Affected yards may not be tasked for post-impact fuel operations.
3. ESF-1, SEOC Operations, and SEOC Logistics will de-conflict and coordinate SCDE yard missions prior to executing this plan.

M. Reimbursement for Fuel Dispensed

1. Using agencies are responsible for paying for fuel received either by WEX card or by existing account.
2. Jurisdictions not enrolled in the State Fuel Contract or without existing fuel contracts will submit payment to the owning agency (i.e., SCDOT, SCDE), through the owning agency's pre-defined invoice process. Should the state receive a Presidential Disaster Declaration, jurisdictions may then request reimbursement through Category B Public Assistance programs as per standard operating procedures.
3. Fuel dispensed by the contracted emergency fuel provider will be allocated as a cost of the disaster response. SCEMD will apply for reimbursement through Category B Public Assistance.

N. Public Information

1. All public communications will be coordinated through the state Joint Information Center (ESF-15) to allow for SERT agencies to communicate clear, concise and consistent information to the public.
2. The Office of Regulatory Staff will serve as the ESF-15 lead coordinator for content review and approval from the Governor's Office.
3. SCEMD Public Information staff will support the Governor's Office, ORS and all relevant state and local agencies as requested and in accordance with the established ESF-15 Standard Operating Procedures. Such support may include but is not limited to drafting messaging for executive leadership, news release content, social media monitoring and engagement, arranging media briefings, providing accessible language interpreters, activating the state's emergency alerting resources and providing supplemental public information support staffing by request.

O. Plan Termination

1. As the demand for emergency refuel decreases, SEOC Operations, in coordination with ESF-1, ESF-12, the Executive Group, appropriate counties, and municipalities will determine the timing and areas within which to reduce or terminate the operation.

VII. DISASTER INTELLIGENCE AND COMMUNICATIONS

- A. See Section VIII (Disaster Intelligence and Communications) of the SCEOP Base Plan.
- B. Lifeline Sector Analysis

1. The table below lists possible impacts to the state's lifeline sectors associated with a fuel shortage in a post-disaster environment. While not all-inclusive, this list assists the SERT's ability to respond effectively by proactively identifying possible areas of concern before impacts occur.
2. Fuel shortage impacts would likely be seen in the refueling of vehicles involved in lifeline stabilization across all lifeline sectors.

Lifeline	Scope of Possible Impacts
 Safety and Security	- Fuel scarcity may impede the ability to maintain response efforts by law enforcement, fire services and 911 operators. - Civil unrest at fuel stations may require law enforcement response. - Increased calls for service are likely due to stranded motorists.
 Food, Hydration, Shelter	- Supply chain disruptions may cause a scarcity of food. - A disruption in animal feed deliveries could cause agricultural impacts.
 Health and Medical	- Fuel shortage may affect hospital staffing and EMS services providing transport to hospitals. - Medical supply chains may be disrupted.
 Energy (Power & Fuel)	Panic buying of fuel may lead to early onset of shortage.
 Communications	Shortage of fuel could lead to communication outages in scenarios where power outages require the use of redundant power at communication towers.

	• Shortage of fuel could create cascading impacts across mass transit, ports, freight and passenger rail, aviation, truck-dependent supply chains. • Possible stop orders on road construction due to limited fuel for construction vehicles.
	• Motor fuel shortage may lead to an inability to transport hazardous materials or hazardous waste.
	• Utility staff may be unable to perform preventative maintenance. • Supply chain disruptions may impact water-treatment chemical deliveries.

VIII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. General

See Section IX (Organization and Assignment of Responsibilities) of the SCEOP Base Plan for the general roles and responsibilities of county, state, and federal agencies in preparation, response, and recovery from a disaster impacting the State.

B. Emergency Support Functions

1. ESF-1 (Transportation)

a. South Carolina Department of Transportation (Coordinating Agency)

- (1) In coordination with SCEMD and SCDE, biennially determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments. Determine and/or confirm maintenance yard requirements for backup power and develop requests for pre-positioning power generation equipment.

- (2) Develop and/or annually review access routes to all SCDOT maintenance yards and based on yard size and configuration, develop traffic flow patterns and pre-planned yard fueling capacities.
- (3) In coordination with SEOC Operations and the Executive Group, determine the need for emergency fueling operations and be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations.
- (4) For events with warning, ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available immediately post-disaster.
- (5) In coordination with SEOC Operations, determine areas for fueling operations, the timing of plan implementation, and, in coordination with the SEOC Logistics, specific SCDOT and SCDE yard mission tasking.
- (6) In coordination with SEOC Operations and Logistics, de-conflict and coordinate Staging Area missions for SCDE yards prior to executing this plan.
- (7) Coordinate requests for security through SEOC Logistics with ESF-13 and the affected counties/municipalities.
- (8) Coordinate the use of SCDE mobile tankers to provide fuel transport between yards and/or dispense fuel to users.
- (9) Immediately prior to and during plan execution, coordinate with SCDOT contracted fuel suppliers for provision of bulk fuel.
- (10) Develop, consolidate and submit fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/federal briefings, situation reports and action plans.

b. South Carolina Department of Education

- (1) In coordination with SCEMD and SCDOT, biennially determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments.

- (2) In coordination with SCDOT, develop and/or annually review access routes to all SCDE maintenance yards.
- (3) Determine and/or confirm maintenance yard requirements for backup power and develop requests for pre-positioning power generation equipment.
- (4) Based on yard size and configuration, develop and/or maintain traffic flow patterns and pre-planned yard fueling capacities/capabilities.
- (5) Determine availability and be prepared to use SCDE-owned mobile tankers as transport or dispensing vehicles.
- (6) For events with warning, ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available immediately post-disaster.
- (7) Immediately prior to and during plan execution, coordinate with SCDE contracted fuel suppliers for provision of bulk fuel.
- (8) Be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations. Facilities should be prepared to document fuel usage for reimbursement purposes.
- (9) Monitor plan execution and coordinate additional yard and fuel support as required.
- (10) Develop and submit to ESF-1 fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/federal briefings, situation reports and action plans.

2. ESF-5 (Emergency Management)

South Carolina Emergency Management Division (Coordinating Agency)

- a. In coordination with SCDOT and SCDE, biennially determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments.

- b. Determine risk, potential impact to State/counties, scope, scale, extent of damage, operational status of yards in impacted areas, and counties/areas required for plan execution.
- c. In coordination with the Executive Group, ESF-12, and ESF-1, determine the need for emergency fueling operations, and direct the plan execution and termination.
- d. In coordination with the SERT, lead the refueling taskforce to identify and prioritize refueling priorities.
- e. Coordinate the implementation of this plan with affected/potentially affected county EOCs.
 - (1) If there is time prior to plan execution, contact affected county EOCs to determine the anticipated extent of county and municipal participation in emergency fueling at the State yards, and coordinate plan execution date/times.
 - (2) Once the plan is implemented, contact the county EOCs and confirm county/municipal extent of participation, road clearing priorities and operations, and state yard conditions.
- f. In coordination between SEOC Operations, SEOC Logistics and ESF-1, de-conflict and coordinate staging area missions for SCDE yards prior to executing this plan.
- g. Assist ESF-1 in coordinating requests for security with ESF-13 and the affected counties/ municipalities.
- h. Through SEOC Logistics, monitor the plan execution and be prepared to source additional fuel from vendors within the State or from federal sources through FEMA.
- i. For large-scale fuel operations or operations requiring further fuel support, through SEOC Logistics and/or ESF-7 contract with appropriate suppliers and/or the federal government to provide fuel transport and/or dispensing equipment.

3. ESF-12 (Energy)

South Carolina Office of Regulatory Staff (Coordinating Agency)

- a. Monitor the overall fueling operation impacts on consumer fuel and assist SCDOT and SCDE as necessary.

- b. Assist with providing the status of commercial markets through direct contact with suppliers, transporters, and Gas Buddy.
- c. Provide fuel supply status updates to ESF-15 for public dissemination.
- d. Serve as the ESF-15 lead coordinator for content review and approval from the Governor's Office.
- e. In conjunction with SEOC Operations and ESF-1, coordinate specific dates/times for terminating refueling operations by county.

4. ESF-13 (Law Enforcement)

South Carolina Law Enforcement Division (Coordinating Agency)

Coordinate with local law enforcement agencies and state law enforcement agencies for security requirements and missions in support of the fueling points as requested by ESF-1 and SEOC Operations.

5. ESF-15 (Public Information)

South Carolina Emergency Management Division (Coordinating Agency)

- a. Coordinate information to residents through the state Joint Information Center.
- b. Liaise with Governor's Office and ESF-12 for content accuracy and approval.
- c. Support the Governor's Office, ORS and all relevant state and local agencies as requested and in accordance with the established ESF-15 Standard Operating Procedures. Such support may include but is not limited to drafting messaging for executive leadership and news release content, social media monitoring and engagement, arranging media briefings, providing accessible language interpreters, activating the state's emergency alerting resources and providing supplemental public information support staffing by request.

6. ESF-16 (Emergency Traffic Management)

South Carolina Department of Public Safety (Coordinating Agency)

Assist ESF-1 (Transportation) with route planning during priority fueling operations and with primary and secondary route development if needed.

IX. ADMINISTRATION, LOGISTICS, AND FINANCE

- A. Administration and Finance. See Annex 7 (Finance and Administration) to the SCEOP.
- B. Logistics. See Attachment A (SC Logistics Plan) to the SCEOP.

X. CONTINUITY OF GOVERNMENT (COG)

See Section VII (Concept of Operations), Paragraph L (Continuity of Government) of the SCEOP.

XI. CONTINUITY OF OPERATIONS (COOP)

See Section VII (Concept of Operations), Paragraph M (Continuity of Operations) of the SCEOP.

XII. PLAN DEVELOPMENT AND MAINTENANCE

SCEMD and designated stakeholders and partners identified in this plan will review this Appendix on a biennial basis and update/revise as necessary.

XIII. AUTHORITIES AND REFERENCES

See Attachment C (Authorities and References) to the SCEOP.