

# EMERGENCY OPERATIONS PLAN

AMSYS Energy, LLC  
La Salle Commercial SWD Facility



219427  
Final  
January 27, 2025

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# PLAN CONTENTS – RRC GUIDELINES CROSS REFERENCE

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1. An introduction section to include:		
a. A table of contents.	TABLE OF CONTENTS	i
b. The legal name of the company and the Commission issued Form P-5 number.	INTRODUCTION – Site Location – Facility Details (table)	1
c. System(s) Overview including general location and types of facilities.	INTRODUCTION – Site Location, Facility Details (table)	1
d. A summary describing how relevant personnel receive training on the applicable contents and execution of the EOP and an affirmation that relevant personnel have received such as training.	INTRODUCTION – Site Operations COMMUNICATION – Training Appendix – Training Log	3 Apx
e. Individual(s) responsible for maintaining and implementing the EOP.	INTRODUCTION – Responsible Person	2
f. Individual(s) authorized to activate the EOP or section(s) of the EOP.	INTRODUCTION – Responsible Person	2
g. Individual(s) authorized to revise the EOP; and	INTRODUCTION – Responsible Person Appendix – Revision History/Annual Review	2 Apx
h. Effective date; and	INTRODUCTION	2
i. Record of distribution.	Appendix – Training Log	Apx
2. A communication section to include:		
a. Internal Communication: A description of the methods and procedures for communicating within the company during an emergency. This should include primary and secondary means of communications as well as contact information for key employees.	COMMUNICATION EMERGENCY PREPAREDNESS – Evacuation Procedures Appendix – Emergency Contacts	3 9 Apx
b. External Communication: A description of the methods and procedures during an emergency for communicating with the media, the Commission, and applicable local and state governmental entities, officials, state, and local emergency operations centers (EOCs), and critical customers, as appropriate in the circumstances for the operator.	COMMUNICATION EMERGENCY PREPAREDNESS – Evacuation Procedures Appendix – Emergency Contacts	3 9 Apx
3. An emergency operations section to include:		
a. A Preparedness Section that may include but not limited to:	EMERGENCY PREPAREDNESS	9
i. A plan to maintain pre-identified supplies, parts, and equipment for emergency response.	EMERGENCY PREPAREDNESS – Emergency Supplies	10
ii. A plan to function test existing equipment ahead of emergencies to verify functionalities.	EMERGENCY PREPAREDNESS – Routine Testing	10
iii. A plan that addresses staffing during emergency response.	EMERGENCY PREPAREDNESS – Staffing During and Emergency	10
iv. A plan that addresses how your company and facilities identify weather-related hazards, including tornadoes, hurricanes, extreme cold weather, extreme hot weather, rolling blackouts, drought, and flooding.	TYPE OF EMERGENCY – Severe Weather and Natural Disasters	5
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RRC Rule 3.65 EOP Baseline Guideline Contents	EOP Section Heading	Page
b. A Response Section that may include but not limited to:	EMERGENCY PREPAREDNESS – Evacuation Procedures	9
i. The process the company follows to activate the EOP; and	EMERGENCY PREPAREDNESS – Evacuation Procedures	9
ii. The response actions during an emergency once the EOP is activated such as personnel, transportation, communications procedures and the location, use, and maintenance of emergency supplies and equipment.	COMMUNICATION EMERGENCY PREPAREDNESS Appendix – Emergency Contacts	3 10 Apx
c. A Restoration of Service Section that discusses procedures for return to service following disrupted operations.	RESTORATION OF SERVICE	12
d. An Emergency Contact Annex that lists primary and backup emergency contacts for critical facilities (including identification of specific individuals wherever possible) who can address urgent requests for supplies, services, and other support to each facility.	Appendix – Emergency Contacts	Apx

## INTRODUCTION

The Emergency Operations Plan (EOP) is considered a management tool, in that it provides an overall organization and general procedures for the management of information, activities, and operations during an emergency. The overall objective is to respond to the emergency conditions and manage the process of restoring operations. The EOP does not supersede or replace the procedures for safety, hazardous materials response, or other procedures that are already in place at facility but is intended to supplement them.

On November 30, 2021, provisions were implemented by RRC commissioners in Texas House Bill 3648 and Senate Bill 3 to require critical gas suppliers, which include, but are not limited to, gas wells, oil leases that produce gas, natural gas pipeline facilities, underground natural gas storage facilities and saltwater disposal facilities to submit an EOP because they operate at least one or more facilities that: (1) produce, treat, process, pressurize, store, or transport natural gas; and (2) are, or will, be included on the Texas Electricity Supply Chain Security and Mapping Committee map.

The EOP will become effective on January 23, 2023 and will be reviewed annually and updated as required. A log of incorporated revisions will be maintained as an Appendix to this EOP.

## Site Location

### Facility Details

**Company Legal Name:** AMSYS Energy, LLC

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**Facility Address:** 11697 South Interstate 35 Artesia Wells  
La Salle County, Texas 78001

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**Location Description:** Approximately 14 miles south of Cotulla, Texas. The facility is located in Section 11, H&GN RR Co Survey, Abstract No. 309. The latitude, longitude coordinates of the facility is 28.280933, -99.282434 and located on real property owned by AMSYS Energy, LLC.

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**Commission Issued P-5 Number:** 020508

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## Site Operations

AMSYS Energy, LLC (Facility) occupies an approximately 82-acre tract of land which is currently utilized as a commercial saltwater disposal facility for area oil and gas operators

- La Salle SWD #1, La Salle SWD #2, and La Salle SWD #3

## Responsible Person

The designated EOP administrator will be responsible for the overall administration of the Emergency Operations Plan. The designated person will be responsible for communications with emergency response agencies and routine training and education of employees. The EOP will be reviewed annually, at a minimum.

Program Element	General Description of Responsibilities	Name	Title
Program Administrator	Responsible for the overall administration of the Emergency Action Program.	Jose Valdez	Facilities Manager
Communications	Responsible for managing communications with emergency response agencies and the media/press.	Jose Valdez	Facilities Manager
Employee Training	Responsible for managing training and education of employees; maintaining files and records documenting training.	Jose Valdez	Facilities Manager

In the event of an emergency, the EOP administrator will determine the necessity and implement the following tasks:

- Disconnect utilities and equipment unless doing so jeopardizes safety
- Coordinate an order an evacuation of personnel
- Perform an accurate headcount of personnel at the designated area
- Determine a method to locate missing personnel
- Provide local authorities with the necessary information about the facility and headcount information.

## COMMUNICATION

The EOP Administrator is responsible for the notification and reporting to the appropriate agencies as soon as possible to provide relevant information about the emergency and may require communication to the media/press. Communicate the nature, location, and extent of the emergency within the building. Other information, such as the location of the storage of any hazardous chemicals, process equipment, etc., shall be communicated to the responding fire/police department official.

Any relevant information that would trigger a change in the response should be also communicated the appropriate agencies. If the emergency creates an imminent health threat, the EOP Administrator must immediately notify and cooperate with local emergency authorities (fire department, fire marshal, law enforcement, health authority, or Local Emergency Planning Committee [LEPC], as appropriate).

Notification may be made in any reasonable manner including telephone, in person, or by other agency-approved method. Notification requirements for the EOP and SPCC may overlap, the EOP Administrator will coordinate with the SPCC designated person to avoid duplicating notification and reporting efforts.

A list of Emergency Contacts is included as an Appendix to this EOP, which provides primary and secondary means of communications as well as contact information for key employees. Documentation of all communications and reporting should be completed immediately upon implementation of emergency procedures. A Notification and Reporting Form is included as an Appendix.

This document is an outline of response actions during an emergency once the EOP is activated.

## Training

Facility personnel will be trained annually on the contents of the EOP. The contents of this EOP will supplement the SPCC training provided to employees to include additional emergency protocol. The training will be aimed at ensuring continued understanding and adherence to the emergency procedures presented in the EOP. New facility personnel will be provided with this same training prior to being involved in oil operation. Facility personnel will sign the Training Log provided as an Appendix to this EOP, the facility will maintain a copy of the log onsite for a period of three years.

General training for your employees should address the following:

- Individual roles and responsibilities.
- Threats, hazards, and protective actions.
- Notification, warning, and communications procedures.
- Emergency response procedures.
- Evacuation, shelter, and accountability procedures.
- Location and use of common emergency equipment.
- Emergency shutdown procedures.

Practice drills should be conducted to keep employees prepared, including outside resources such as fire and police departments when possible. The strength and weaknesses of the drill should be evaluated by management and employees and improvements incorporated into the EOP to improve its effectiveness.

## TYPES OF EMERGENCIES

Types of emergencies to be reported by site personnel include the following:

- Medical Emergency;
- Fire Emergency;
- Short-Term Power Loss, Key Equipment Failure, and Operational Continuity
- Extended Power Loss;
- Chemical Spill;
- Bomb Threat;
- Severe Weather (Shelter-in-Place) and Natural Disasters; and,
- Active Shooter

The priority in all emergencies is to call for help and then communicate the type and extent of the emergency to other Company employees.

### Medical Emergency

In a medical emergency:

- Call 9-1-1; and,
- Notify the Emergency Coordinator.

Provide the following information:

- Nature of medical emergency;
- Location of the emergency (address, building, room number/location); and,
- Your name and phone number from which you are calling.

Do not move the victim unless absolutely necessary.

If rendering assistance to personnel exposed to hazardous materials, consult the Safety Data Sheet (SDS) for appropriate first aid measures and wear the appropriate personal protective equipment.

Attempt first aid and/or CPR ONLY if trained and qualified.

### Fire Emergency

When fire is discovered:

- Alert others in the immediate vicinity; upon being notified about the fire emergency, personnel must follow the facility evacuation procedures;
- Notify the local Fire Department by calling 9-1-1; and,
- Notify the Facility Manager if it is safe to do so.

Note: Only individuals trained in the use of fire extinguishers are authorized to use portable fire extinguishers to attempt to extinguish a fire before evacuation.

Fight the fire ONLY if:

- The Fire Department has been notified;
- The fire is small and is not spreading to other areas;
- Escaping the area is possible by backing up to the nearest exit; and,
- The fire extinguisher is in working condition and you are trained to use it.

## Short-Term Power Loss, Key Equipment Failure, and Operational Continuance

- The Facility Manager is responsible for startup of the Backup Power and Diesel Generator Deployment when short-term power loss occurs. Deck Hands should inform the Facility Manager at the onset of power loss. The generator is available to power all electrical equipment including the following primary equipment as needed:
  - Main Injection Pumps
  - Transfer Pumps
  - Frozen or Blocked Transfer Lines
  - Facility Lighting
- Hazardous motion may result at the loss of a power source. Examples are coiled springs, raised hydraulic equipment, any source energy (e.g., electricity, pressurized steam) that may cause injury. Equipment under mechanical stress or gravity may abruptly release and cause injury.

## Extended Power Loss

In the event of extended power loss to a facility, certain precautionary measures should be taken at the facility:

- All computers possessing company information should have a secondary back up power supply to prevent loss of important company information; and,
- Unnecessary electrical equipment and appliances should be turned off if power restoration would surge causing damage to electronics and effecting sensitive equipment.
- Certain machinery/equipment may need to be shut off at the time of outage to prevent unattended re-start. This equipment may include air compressors, HVAC units, ovens and conveyors.

The Emergency Coordinator will oversee the following tasks:

- Disconnect utilities and equipment unless doing so jeopardizes safety
- Coordinate an order evacuation of personnel
- Perform an accurate headcount of personnel at the designated area
- Determine a method to locate missing personnel
- Provide the fire personnel with the necessary information about the facility and headcount information

## Bomb Threat

Be calm and courteous. Do not interrupt the caller.

Write down, if possible, information about the caller:

- Any number, name or other information showing on the caller ID;
- Speech characteristics, accent and language;
- Mannerisms;
- Background noises; and,
- Perceived gender and approximate age.

Keep talking.

When possible, call for help.

Activate a malicious call trace after the call, hang up, do not answer another call, select the same line and dial “\*57”. Listen for confirmation announcements and hang up. Notify your supervisor immediately and contact the Emergency Coordinator with detailed information about the call.

## Severe Weather and Natural Disasters

Weather conditions at the Facility are currently monitored daily utilizing a facility automation software, and other internet weather/news resources. The following provide basic steps to take during natural disasters.

### TORNADO

- When a warning is issued by sirens or other means, seek inside shelter.
- Follow instructions from management and follow Shelter-In-Place procedures.
  - Stay away from outside walls and windows.
  - Use your arms to protect your head and neck.
  - Remain sheltered until the tornado threat is announced to be over.

### FREEZING TEMPERATURES

The Facility Manager will implement additional precautionary measures during long-term power outages associated with freezing temperatures.

- Turn off and drain fire sprinkler systems, standpipes, portable water lines, toilets, and other items as deemed necessary.
- Non-toxic antifreeze will be added to drains to prevent drain traps from freezing.
- Equipment containing fluids that may freeze due to long term exposure to freezing temperatures will be moved to heated areas or drain the liquid or provide the equipment with an auxiliary heat source.

Upon the restoration of heat and power:

- Electronic equipment should be brought up to ambient temperatures before energizing to prevent condensation from forming on circuitry.
- After the heat has been restored to the facility and water has been turned back on, the Emergency Coordinator will check fire and water piping for leaks from freeze damage.

## FLOODING

- If indoors:
  - Be ready to evacuate, as directed by the National, State, County, City, or Civil Authorities
  - Follow the recommended primary or secondary evacuation routes.
- If outdoors
  - Climb to high ground and stay there
  - Avoid walking or driving through flood water
  - If your car stalls, abandon it immediately, and climb to higher ground

## HURRICANES

The nature of a hurricane provides for more warning than other natural and weather disasters. A hurricane watch is issued when a hurricane becomes a threat to a coastal area. A hurricane warning is issued when hurricane winds of 74 mph or higher or a combination of dangerously highwater and rough seas is expected in the area within 24 hours.

- Once a hurricane watch has been issued:
  - Stay calm and await instructions from National, State, County, City, or Civil Authorities.
  - Monitor local TV and radio stations for instructions
  - Move early out of low-lying areas or from the coast and plan to stay, secure the building, move all loose items indoors and boarding up windows, and openings.
  - Collect drinking water in appropriate containers.
- Once a hurricane warning has been issued:
  - Be ready to evacuate as directed from National, State, County, City, or Civil Authorities
  - Leave areas that might be affected by storm tide or stream flooding.
- During a hurricane:
  - Remain indoors
  - When choosing a shelter, the following options are preferable:
    - Small interior rooms without windows on the lowest floor
    - Hallways away from doors and windows on the lowest floor
    - Rooms with no windows constructed with reinforced concrete, brick, or block

## EARTHQUAKE

- Seek cover under desks or tables if they are nearby. If cover is not available, crouch down and protect your head and neck using your arms.
- Do not attempt to walk or run to another area of the facility while shaking is occurring.
- Stay calm and await instructions from the Emergency Coordinator or the designated official.

- Keep away from overhead fixtures, windows, filing cabinets, racks, storage shelves, and electrical power.
- When shaking has stopped, evacuate as instructed by the Emergency Coordinator and/or the designated official.

## Active Shooter

If an active shooter enters your workplace:

- Run and escape if possible.
  - Call 9-1-1 when you are safe and describe the shooter, location, and weapons;
  - Do not take belongings with you; and,
  - Warn other individuals you see not to enter the area where the shooter may be.
- Hide if escape is not possible. Get out of the shooter's view and stay quiet.
  - Silence electronic devices;
  - Lock and block doors, close blinds and turn off lights; and,
  - Stay in place until law enforcement gives you the all clear.
- Fight as an absolute last resort.
  - Commit to your actions and act as aggressively as possible against the shooter;
  - Be prepared to cause severe or lethal injury to the shooter; and,
  - Throw items and improvise weapons (e.g. chairs, fire extinguishers, tools, etc.) to distract and disarm the shooter.

## EMERGENCY PREPAREDNESS

### Evacuation Procedures

In the event of any emergency, if injuries have been sustained, notify your immediate supervisor or any other manager available. The Facility Manager will notify emergency personnel. If a manager is not available, dial 911.

In the event of an emergency requiring full-building evacuation of the facility:

An announcement will be made over the paging system or verbally to evacuate the building, the horn alarm system will be activated, or other instruction.

1. Employees should safely turn off and disable any equipment or machinery in use and calmly exit the facility using the designated exit or closest available exit. Employees operating tools or equipment that can be shut down in the immediate area where they are working can do so, but only if it is safe to do so, as they prepare to exit;
2. Employees exiting the facility shall then assemble in the designated assembly area if safe to do so;
3. Employees should remain a safe distance away from the site until informed otherwise by the emergency responders;
4. Employees should relocate to another designated assembly area if the area they are in is downwind of smoke generated by a fire; and,
5. Do not re-enter the facility until an “all clear” message has been communicated by proper authorities.

The Facility may enact a partial-building evacuation relocating affected personnel to a safe alternative work area inside the facility until the emergency can be properly assessed and managed to a conclusion.

If the emergency is outside and evacuating the building is not feasible, an announcement will be made over the paging system or verbally for all personnel to meet in the designated area for Shelter-in-Place:

1. All employees should leave their work area and relocate to the shelter-in-place location or as instructed by their supervisor; and,
2. A supervisor should instruct employees to close all overhead doors, exit doors, and windows immediately.

### Evacuation Routes

Evacuation route maps have been posted in each work area. The following information, at a minimum, is noted on these evacuation maps:

- Emergency exits
- Primary and secondary evacuation routes
- Locations of fire extinguishers
- Fire alarm pull station locations
- Assembly areas

Site personnel should know at least two evacuation routes from their primary work area. Site maps are posted at the office areas.

Supervisors must:

- Assure that all employees have evacuated the work area
- Report any problems to the Emergency Coordinator at the assembly area
- Provide assistance to all physically challenged employees during an emergency evacuation

**After any evacuation all employees must be accounted for by work area monitors.**

## Utility Shutdown Checklist

The EOP Administrator will determine which utilities will require shutdown procedures based on the nature of the emergency. Shutdown procedures may include:

- Natural Gas: Meter and Shutoff vales
- Electric: Main Electrical Panel, Outside Meter, Main Breaker and Sub-breakers and Sub-panels
- Water: Shutoff Valves, Water Meter
- HVAC: Electric Shutoff Switch(s) and Gas Valves
- Computer/Information Technology Services: Main Controls, Electrical Breakers, and Media Used as Backup

## Staffing During an Emergency

During an emergency or disaster, employees should contact their immediate supervisor to confirm scheduling. Employees should be available to report to work if it is safe and feasible to do so.

## Routing Testing

Fire extinguishers are inspected on a monthly basis and serviced once a year by a certified or licensed professional. It is everyone's responsibility to make sure fire extinguishers are current. If not, you can switch them out with properly inspected equipment.

Emergency alarms should be tested, at a minimum, every two months in conjunction with the extinguisher inspections. Alarm systems must be maintained in operating condition except when undergoing repairs or maintenance.

Semi-annual and annual performance tests will be conducted on the onsite diesel backup generator to prepare generators for power outages, in addition to scheduled routine maintenance.

Existing equipment is routinely inspected to verify functionalities and if the equipment is not functioning properly then new equipment is purchased in a timely manner.

## Emergency Supplies

The facility must have a first aid kit and a bloodborne pathogen kit approved by the district office. Keep the first aid kit in a readily accessible area at all times. Inspect the first aid kit and bloodborne pathogen kit frequently. Obtain any necessary replacement items from the district office.

Personal Protection Equipment (PPE) inventory should be conducted routinely, including regular inspection on all cold weather supplies to ensure that it is safe for the employee to us. If AMSYS Energy, LLC. should provide cold weather supplies, employer must ensure that supplies should always be in stock and accessible for the employee.

Spill kits should be inventoried on a weekly basis, to ensure they contain the appropriate supplies for materials that may be spilled. Supplies must be easily accessible when required, and considerations must be made for both the type and quantity of materials.

A plan to maintain pre-identified supplies, parts, and equipment for emergency response should include: identifying critical needs based on potential emergencies, creating a dedicated storage area, regularly checking inventory levels, implementing a system for rotating stock, assigning responsibility for maintenance and replenishment, and conducting periodic drills to test readiness; all while documenting details in a comprehensive log for tracking and accountability.

- Emergency supplies are kept in the office storage room
- First aid kits are kept in the office and in the two out door office sheds
- The facilities manager routinely checks the inventory levels and replenishes low stock items
- All facility staff conduct periodic safety drills to test emergency readiness
- Routine safety meetings are held and logged

Tabletop meetings are routinely held during safety meetings to go over simulated event exercises so that all personnel are on the same page in the event of an actual emergency situation. Tests such as fire alarm tests and simulated event tests are routinely held.

Issues identified and corrective actions taken as a result of the exercise and/or test are discussed and shared amongst the team so that all team members are informed of potential emergency situations.

## RESTORATION OF SERVICES

An “All Clear” statement will be communicated to Employees once an emergency situation has come to an end. In situations where jurisdictional authorities (local, county, state, etc.) are onsite, they will approve the workspace as safe for re-entry.

Conduct a damage assessment of the facility, inventory any areas that require repair, and notify your immediate supervisor of the findings. Inventory and replenish PPE, Spill Kit contents and health and safety equipment as needed.

Restore utility services that were shutdown due to the emergency and ensure all equipment is functioning properly:

- Natural Gas: Meter and Shutoff valves
- Electric: Main Electrical Panel, Outside Meter, Main Breaker and Sub-breakers and Sub-panels
  - After a freeze, electronic equipment should be brought up to ambient temperatures before energizing to prevent condensation from forming on circuitry.
- Water: Shutoff Valves, Water Meter
  - Fire and water piping should be checked for leaks from freeze damage
- HVAC: Electric Shutoff Switch(s) and Gas Valves
- Computer/Information Technology Services: Main Controls, Electrical Breakers, and Media Used as Backup

Prior to restoring equipment to normal operations, ensure that employees are in the clear and all safety guards are properly installed. Lockout/tagout procedures must be followed when maintaining, repairing, cleaning, servicing, or adjusting machinery, or equipment to avoid injury. Operate the energy isolating devices to restore energy to the machine or equipment.

## Appendices

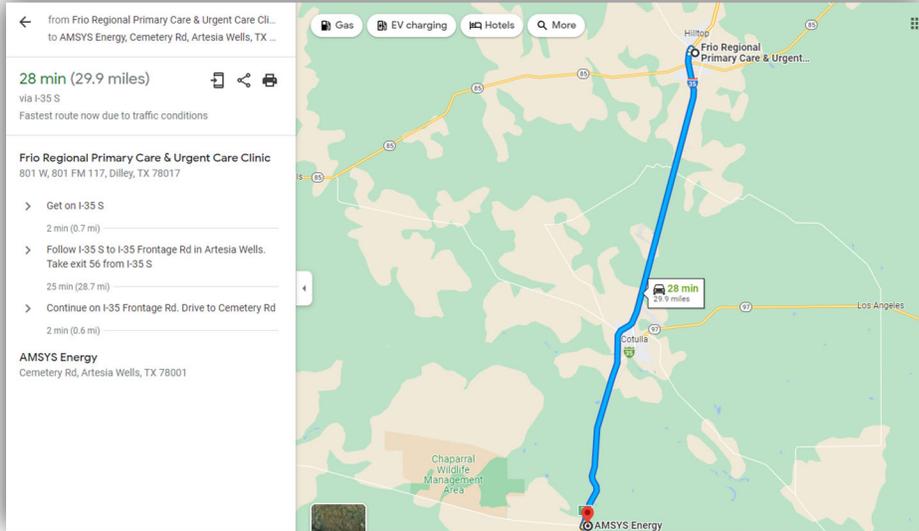


## EMERGENCY CONTACTS

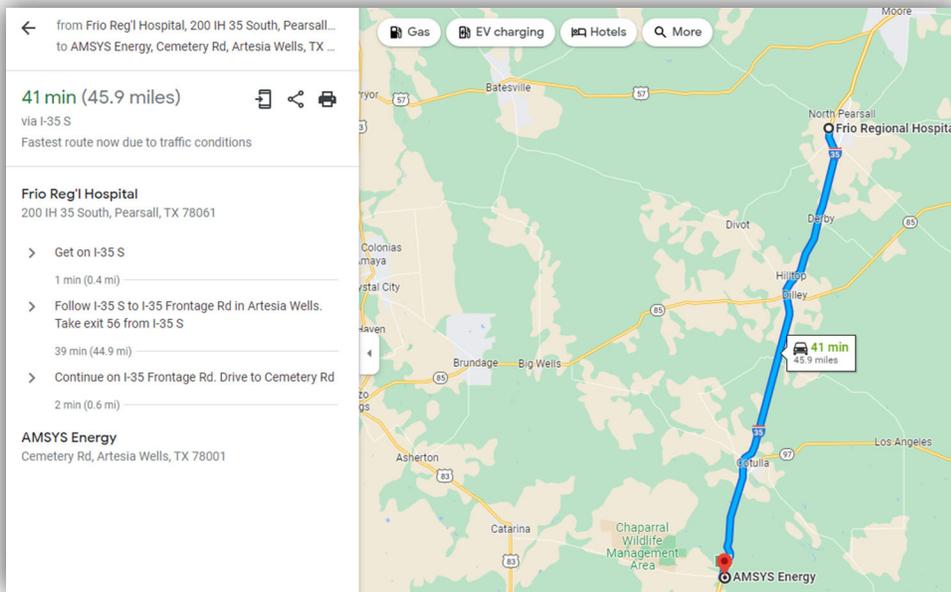
Contact Organization / Person	Telephone Number
Police/Fire/Ambulance	911
Local Medical Clinic	Ready Care – Dilley 801 W. Hwy. 117, Dilley, TX 78017 (830) 326-3171 (M-F 7am-7pm, Sat 9am-1pm, Sun closed)
Local Hospital(s)	Frio Regional Hospital 200 IH 35 South Pearsall, TX 78061 (830) 334-3617
Cotulla Fire Department	830-879-3041
La Salle Sherriff's Office	830-879-3041
<b>Key Facility Personnel</b>	
Designated Responsible Official	Office: 956-962-6326
Jose Valdez	Mobile/Emergency: 956-962-6326
General Manager	Office: 713-484-7786 x 1800
Imran Wasim	Mobile/Emergency: 929-326-7846
<b>Agency Contacts</b>	
OSHA 24-Hour Hotline	(800) 321-6742 (OSHA)
National Response Center	(800)424-8802
Railroad Commission of Texas (San Antonio)	(210) 227-1313
TCEQ Region 16 Office	(956)791-6611
<b>Preferred Vendors/Contractors:</b>	
Electrical	Scon Electrical (830) 570-1744
HVAC	Small projects completed by AMSYS personnel
Plumbing	Small projects completed by AMSYS personnel
Board Up Service	Completed by AMSYS personnel
Hazardous Materials/Spill Response	Pneumatech (830) 570-7286

## DIRECTIONS TO MEDICAL CARE NEAR FACILITY

**Ready Care – Dilly (Frio Regional Primary Care & Urgent Care) – Directions from Facility (30 miles)**  
 (830) 326-3171 Closed Saturday after 1pm and Sunday



**Frio Regional Hospital – Directions from Facility (46 miles)**  
 (830) 334-3617



## STANDARD NOTIFICATION AND REPORTING FORM

<b>Facility:</b>	AMSYS Energy, LLC 11697 South Interstate 35 Artesia Wells, La Salle County, Texas 78001
<b>Owner/operator:</b>	AMSYS Group 10101 Southwest Freeway #570 Houston, Texas 77074
<b>Name, address, and telephone number of person filing report:</b>	
<b>Date and time of emergency:</b>	
<b>Specific location of emergency:</b>	
<b>Description of emergency:</b>	
<b>Estimated type and quantity discharged, if applicable:</b>	
<b>Duration of the emergency:</b>	





## RECORD OF DISTRIBUTION

The table below contains a record of all personnel that receive copies of the approved Emergency Operations Plan. In addition, the most current version of the EOP can be found in the offices at 11697 S IH 35 Artesia Wells, TX 78001 or may be obtained by contacting the General Manager at [iwasim@amsysis.com](mailto:iwasim@amsysis.com)

Revision Number	Received Date	Section Page Number	Full Name	Title	Employee Re-training? (Yes/No)
00	00/0/00	Initial Rollout			
01	01/23/24	Page 1	Imran Wasim	General Manager	Yes
02	01/27/25	Page 1	Jose Valdez	Facilities Manager	Yes
02	01/27/25	Page 1	Roman Espino	Deck Hand Manager	Yes
02	01/27/25	Page 1	Juan Gonzalez	Deck Hand	Yes
02	01/27/25	Page 1	Samuel Aparicio	Deck Hand	Yes
01	01/27/25	Page 1	Eleazar Vazquez	Deck Hand	Yes