



CENTRAL TEXAS COASTAL AREA CONTINGENCY PLAN

(CTCAC PLAN)



JULY 2016

Approval LetterCommander
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15 Jun 2016**MEMORANDUM**From: B. E. Dailey, CAPT
CGD EIGHT (drm)

To: CG SECTOR Houston-Galveston

Subj: APPROVAL OF 2016 CENTRAL TEXAS COASTAL ZONE AREA CONTINGENCY
PLAN

Ref: (a) CGD EIGHT New Orleans LA 311313Z Oct 12

1. Congratulations to you and your staff! Your subject plan, as updated, has been reviewed by my staff and determined to be in substantial compliance with reference (a) and all of its references. Please issue a letter of promulgation and post the approved ACP to Homeport no later than 1 Jul 2016.
2. Please also pass along my thanks to your Area Committee (AC) for the effort that went into this latest update. Continuous improvement, and maintaining the current momentum, will ensure that we are always prepared to effectively respond to oil discharges and hazardous substance releases in the coastal zone. To assist with this momentum, in the course of this ACP review, my staff identified areas that warrant consideration as your AC prioritizes its work, as part of the ACP review cycle in accordance with reference (a); see enclosures (1) and (2).
3. If you have any questions regarding this matter, please contact Ms. Dee Oos at (504) 671-2233 or the CGD 8 (drm) email address: D08-DG-District-DRM@uscg.mil.

#

Enclosures: (1) Area Contingency Plan Review Summary (see D8 SharePoint site)
(2) Area Contingency Plan Review Checklist (see D8 SharePoint site)

JULY 2016

Promulgation Letter

U.S. Department of
Homeland Security

United States
Coast Guard



Commander
United States Coast Guard
Sector Houston-Galveston

13411 Hillard St.
Houston, TX 77034
Staff Symbol: s
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16471

JUN 10 2016

MEMORANDUM

From: *B. K. Penoyer*
B. K. PENOYER, CAPT
CG SECTOR Houston-Galveston (s)

To: Distribution

Subj: PROMULGATION OF THE 2016 CENTRAL TEXAS COASTAL AREA
CONTINGENCY PLAN

1. Pursuant to the provisions of the Clean Water Act and the National Contingency Plan (NCP), the enclosed Area Contingency Plan (ACP) has been established for the coastal zone within the Sector Houston-Galveston Captain of the Port zone by the Central Texas Coastal Area Committee (CTCAC). Our ACP is designed to provide guidance and process for a coordinated response to oil discharges and hazardous substance releases by local, state, and federal government and non-government agencies.

2. On behalf of the Executive Steering Group to this Area Committee, I want to emphasize the importance of the many partnerships that have and continue to enable us to effectively respond to a variety of incidents. It is through our federal, state, local, tribal and industry entities within this Area Committee that continue to strengthen this plan as we share lessons learned, updated policies and advancements in capability. This Area Contingency Plan is our voice to each other, and to the public of which we serve, in coordinating a safe and effective response. We ask for your continued feedback in updating the content of this plan.

3. In accordance with the NCP, our ACP has and will continue to be readily accessible among our partners and the general public. Three specific locations to download the ACP include our CTCAC website (www.ctcac.us), the Texas General Land Office website (<http://www.glo.texas.gov/what-we-do/caring-for-the-coast/oil-spills/toolkit/index.html>) and the U.S. Coast Guard Homeport website (<https://homeport.uscg.mil/mycg/portal/ep/home.do>).

4. Please direct any inquiries regarding our ACP to Mr. Patrick Cuty, the Central Texas Coastal Area Committee Executive Administrator at (281) 464-4723 or the Sector Houston-Galveston Incident Management Division Chief at (281) 464-4863.

#

Copy: Central Texas Coastal Area Committee Members
CGD EIGHT (dr)
CG LANTAREA (LANT-5)
CG NSFCC
CG GST
COMDT (CG-MER)

Record of Review (Signed Annually at the Executive Steering Group Meeting)						
2014	_____	_____	_____	_____	_____	_____
	USCG	TGLO	EPA	TCEQ	BSEE	TXRRC
2015	_____	_____	_____	_____	_____	_____
	USCG	TGLO	EPA	TCEQ	BSEE	TXRRC
2016	_____	_____	_____	_____	_____	_____
	USCG	TGLO	EPA	TCEQ	BSEE	TXRRC
2017	_____	_____	_____	_____	_____	_____
	USCG	TGLO	EPA	TCEQ	BSEE	TXRRC
2018	_____	_____	_____	_____	_____	_____
	USCG	TGLO	EPA	TCEQ	BSEE	TXRRC
2019	_____	_____	_____	_____	_____	_____
	USCG	TGLO	EPA	TCEQ	BSEE	TXRRC

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1000 INTRODUCTION

1100 Introduction/Authority

Section 4202 of the Oil Pollution Act of 1990 (OPA '90) amended Subsection (j) of Section 311 of the Federal Water Pollution Control Act (FWPCA) (33 U.S.C. 1321 (j)) to address the development of a national planning and response system. As part of this system, area committees were established for each area designated by the President.

The functions of designating areas, appointing area committee members, determining the information to be included in area contingency plans, and reviewing and approving area contingency plans have been delegated by Executive Order 12777 of 22 October 1991, to the Commandant of the U.S. Coast Guard (USCG) (through the Secretary of Transportation) for the coastal zone and to the Administrator of the Environmental Protection Agency for the inland zone.

The term "coastal zone" is defined in the current NCP (40 CFR 300.5) to mean all United States waters subject to the tide, United States waters of the Great Lakes, specified ports and harbors on inland rivers, and the waters of the Exclusive Economic Zone (EEZ). The USCG has designated those portions of the Captain of the Port (COTP) zones which are within the coastal zone as areas for which area committees will prepare ACPs. The COTP zones are described in the Code of Federal Regulations (CFRs), specifically in 33 CFR Part 3.

1200 Geographic Boundaries

1210 Sector Houston Galveston Marine Inspection and Captain of the Port Zone

The following zone description can be found in Title 33 CFR Part 3.40-28:

The boundary of the Houston-Galveston Marine Inspection Office and Captain of the Port Zone starts at the intersection of the sea and 94°23'W. Longitude; thence proceeds north along 94°23'W. Longitude to 30°00'N. Latitude; thence west along 30°00'N. latitude to the east bank of the Trinity River; thence northerly along the east bank of the Trinity River; thence northwesterly along the eastern shore of Lake Livingston; thence northwesterly along the east bank of the Trinity River to the southern boundary of Dallas County, Texas; thence westerly along the southern boundary of Dallas County, Texas to 97°00'W. Longitude; thence north along 97°00'W. longitude to the Texas-Oklahoma boundary; thence northwesterly along the Texas-Oklahoma boundary; thence north along the New Mexico-Oklahoma boundary; thence west along the New Mexico-Colorado boundary; thence south along the New Mexico-Arizona boundary; thence easterly along the southern boundary of New Mexico to the southeast corner of New Mexico at 32°00'N. Latitude; thence southeasterly to 29°18'N. Latitude, 96°07'W. longitude on the east bank of the Colorado River; thence southerly along the east bank of the Colorado River to the sea; thence along a line bearing 140°T to the outermost extent of the EEZ; thence easterly along the outermost extent of the EEZ to 93°25'W. Longitude; thence north to 27°49'N. Latitude, 93°25'W. Longitude; thence northwesterly to 29°30'N. Latitude, 93°48'W. Longitude; thence westward following a line 10.3 nautical miles from the coast to 29°24'N. Latitude, 94°20'W. Longitude; thence northwesterly to the coast at 94°23'W. Longitude.

1220 NOAA Charts for U.S. Waters within the Sector Houston-Galveston

NOAA Charts for U.S. waters within the Sector Houston-Galveston area of operation can be found online at the following website:

Online Chart Viewer - NOAA Charts for U.S. Waters
<http://www.nauticalcharts.noaa.gov/mcd/NOAAChartViewer.html>

The table below offers a quick reference of the applicable NOAA Charts to our area:

Chart #	Scale	Title
411	2,160,000	Gulf of Mexico
11300	460,732	Galveston to Rio Grande
11321	80,000	San Luis Pass to East Matagorda Bay
11322	40,000	Intracoastal Waterway Galveston Bay to Cedar Lakes
11323	80,000	Approaches to Galveston Bay
11324	25,000	Galveston Bay Entrance Galveston and Texas City Harbors
11325	10,000	Houston Ship Channel Carpenters Bayou to Houston
11326	80,000	FOLIO SMALL-CRAFT CHART Galveston Bay
11327	25,000	Upper Galveston Bay-Houston Ship Channel-Dollar Pt. to Atkinson
11328	10,000	Houston Ship Channel Atkinson Island to Alexander Island
11330	250,000	Mermentau River to Freeport
11331	40,000	Intracoastal Waterway Ellender to Galveston Bay

1230 Central Texas Coastal Area as defined by USCG / EPA MOA

The Memorandum of Agreement between the USCG, Eighth Coast Guard District, and the EPA, Region 6, describes the coastal and inland boundaries for oil and hazardous substances pollution incidents and federal on scene coordinator responsibilities as follows. Specific to the coastal and inland boundary associated within Sector Houston Galveston's AOR, the MOA states:

"Continuing westerly from the junction of the GIWW and the Atchafalaya River at Morgan City to the Calcasieu River, including the Calcasieu River to the Southern Pacific Railroad bridge and the following bodies of water: Moss Lake and Lake Charles, LA. Continuing from the junction of the GICWW with the Calcasieu River westerly, into and including Sabine Lake, and the Neches River to its intersection with I-10 in Beaumont, Texas. Then along the GIWW towards Port Arthur, Texas including Taylors Bayou south of Highway 73. From Port Arthur, Texas, along the GIWW to, and including, East Bay, Galveston Bay, Trinity Bay, Double Bayou to Eagle Ferry Road, Clear Lake including its tributaries North to Highway 528, West to Highway 270, South to Highway 518, Dickinson Bay to Highway 3, Moses Lake,

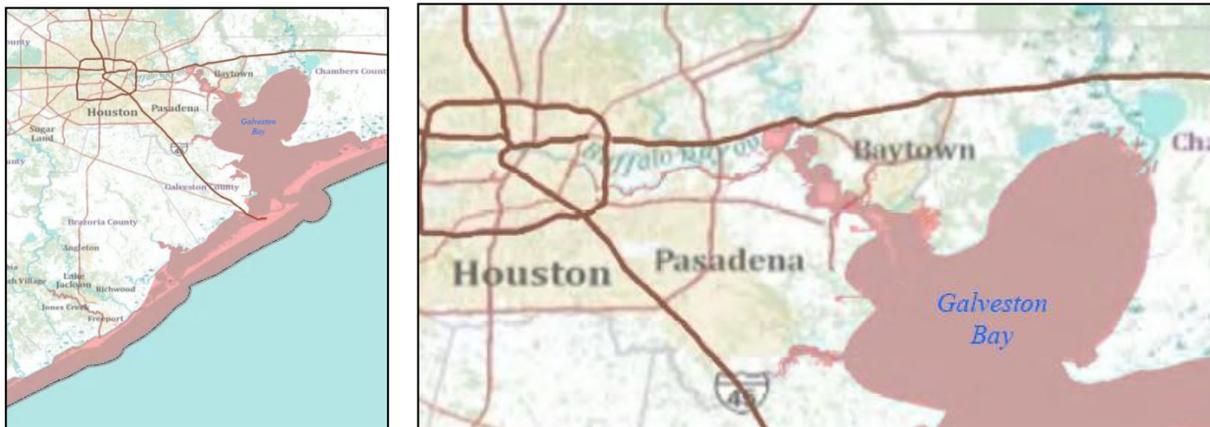
Swan Lake, Jones Lake, and the Houston Ship Channel, to the turning basin in Houston, Texas. The Houston Ship Channel includes: Buffalo Bayou to Highway 59, Brays Bayou to the Broadway Street Bridge, Sims Bayou to Highway 225, Vince Bayou to North Ritchie Street, Cotton Patch Bayou to the first county outfall, Hunting Bayou to I-10, Greens Bayou to I-10, Boggy Bayou to Highway 225, Tucker Bayou to Old Battleground Road, Carpenter's Bayou to Sheldon Road, San Jacinto River to I-10, Spring Bayou, Goose Creek to Highway 146, and Cedar Bayou to Spur 55. Continuing at the junction of West Bay and the GIWW in Galveston, Texas, westerly along the GIWW to the Port of Freeport, Texas, including: Chocolate Bay, the Old Brazos River, and the New Brazos River up to the Missouri-Pacific Railroad Bridge in Brazoria, Texas.

Then southerly along the GIWW through and including: the Colorado River to 28-52N Latitude, Lavaca River to 28-50N Latitude, Chocolate Bay to 96-40W Longitude, Cox Bay, Keller Bay, Lavaca Bay to 96-40W Longitude, Turtle Bay, Culver Cut (West Branch Colorado River to 28-42N Latitude and entire Middle Branch), Robinsons Lake, Crab Lake, Mad Island Lake, Salt Lake, Carancahua Bay, Tres Palacios Bay to 28-47N Latitude, Oyster Lake, Blind Bayou, Powderhorn Lake, La Salle Bayou, Broad Bayou, Boggy Bayou, and Matagorda Bay.

Continuing southerly through San Antonio Bay including: Corey Bay, Victoria Barge Canal, Guadalupe River to 28-30N Latitude, Goff Bayou, Hog Bayou, Green Lake, Buffalo Lake, Alligator Slide Lake, Mission Lake, Guadalupe Bay, Hynes Bay, Twin Lake, Mustang Lake, and Jones Lake.

Then, continuing through Mesquite Bay including: Dunham Bay, Long Lake, and Sundown Bay."

The following images depict the coastal and inland boundaries within Sector Houston-Galveston's AOR (including MSU Texas City's AOR).



In addition the MOA also provides guidance for cases where the area of jurisdiction is shared or subsequently affected based on the location and variables of the incident, as follows:

"The USCG, through the cognizant COTP and the inland zone pre-designated EPA OSC will assist each other consistent with agency responsibilities and authorities. Such assistance will be provided based on formal notification and mutual consent that the assistance is desirable and necessary to respond to a release or threat of a release of oil or hazardous substances that poses imminent and substantial endangerment to public health or the environment. Notification will be provided by the COTP to the EPA OSC, or by the EPA OSC to the COTP, whenever a spill is discovered that appears to warrant the provision of mutual assistance. When it is mutually agreed that the provision of such assistance is beneficial, an OSC from either organization may serve as the OSC for that incident, serve as the Federal On-Scene Coordinator Representative (FOSCR) for the pre-designated OSC, or perform OSC duties only until such time as the pre-designated OSC may take over the response action."

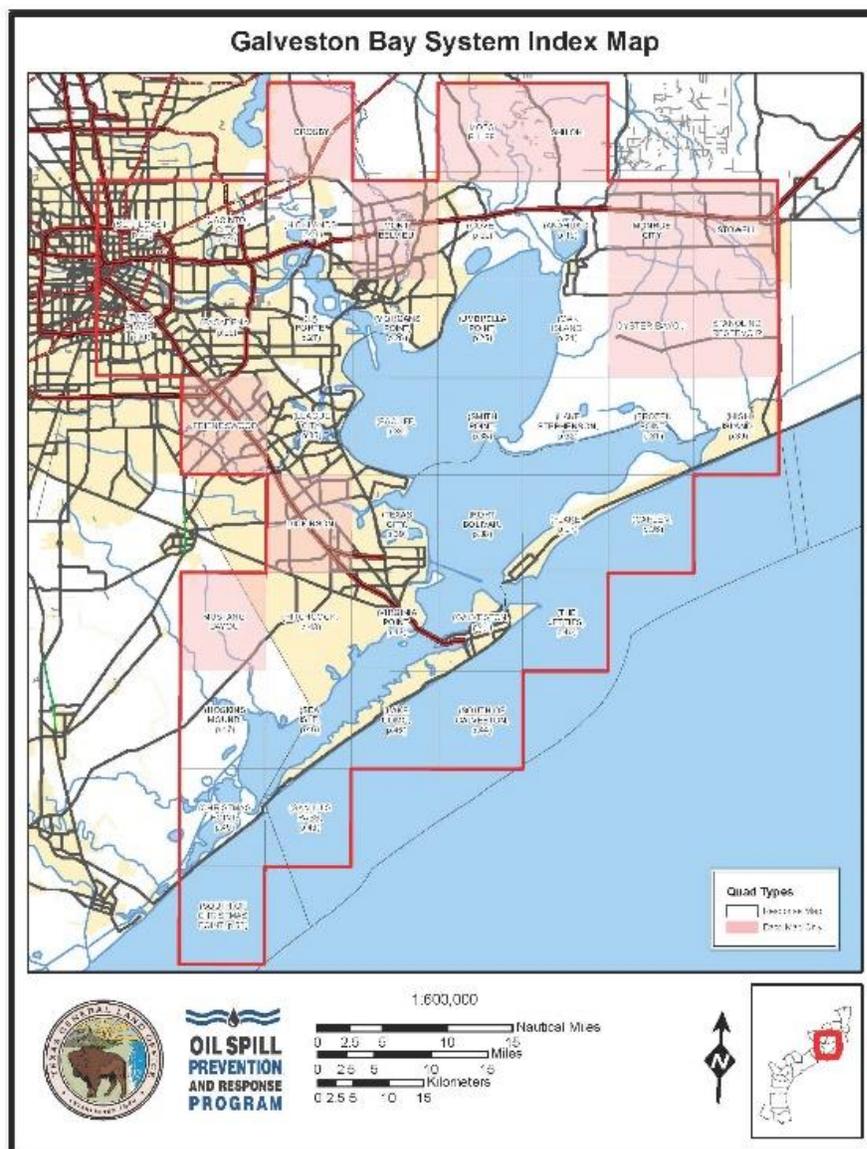
1240 Central Texas Coastal Sub-Geographic Areas

As the coastal zone is defined by USCG and EPA Memorandum of Agreement within the Sector Houston-Galveston area, sub-geographic areas have been further defined by the Central Texas Coastal Area Committee within the Geographic Response Plan. These sub-geographic areas provide site-specific environmental and wildlife habitat information critical to pollution response activities. Furthermore, through the work of this committee, and led by the Texas General Land Office, these sub-geographic areas contain tactical spill response work assignments using the ICS 204 form, which allow for pre-approved immediate response strategies to be employed in these particular sites, with consideration of the local habitat.

The CTCAC Geographic Response Plan can be found at the following website:

<http://www.glo.texas.gov/what-we-do/caring-for-the-coast/oil-spills/toolkit/index.html>

The following image portrays these sub-geographic areas as a quick reference:



1250 FEMA Regional & USCG District Boundaries

The below image portrays the boundaries for each of the FEMA Regions and USCG Districts. Specific to our Coastal Zone, though we are not directly on or near a specific FEMA or district boundary, this diagram provides a snapshot of our neighboring regions of which we may work side-by-side or support depending on the incident size and location.



1260 List of Active Memorandum of Agreements

1261 EPA – USCG Boundaries USCG District 8, RRT 6: AUG 2012

<http://www.ctcac.us/external/content/document/4703/1697795/1/D8%20R6%20MOA%20Corrected%20for%20Lake%20Charles%202010.pdf>

1262 BSEE– USCG Oil Discharge Planning, Preparedness, and Response: APR2012

<http://www.ctcac.us/external/content/document/4703/1697779/1/BSEE%20Coast%20Guard%20MOA.pdf>

1263 GBF – USCG Use of Volunteers Guidelines for Oil Spills: SEP2012

<http://www.ctcac.us/external/content/document/4703/1697803/1/MOA%20Volunteers%202012.pdf>

1264 TCEQ – USCG D8 Response to Oil and HAZMAT Discharges: MAY2001

<http://www.ctcac.us/external/content/document/4703/1697811/1/TCEQ%20%20D8%20response%20MOA.pdf>

1265 EPA DOI NOAA USFWS CG ESA MOA

<http://www.ctcac.us/external/content/document/4703/1697799/1/EPA%20DOI%20NOAA%20USFWS%20OCG%20ESA%20MOA.pdf>

1266 Use of Volunteers Guidelines for Oil Spills

<http://nrt.org/Production/NRT/NRTWeb.nsf/PagesByLevelCat/Level2UseofVolunteersMOU?Opendocument>

1300 Area Committee

1310 Mission Statement

Our mission is to ensure the highest state of readiness of the spill/hazardous material/marine firefighting response community within our area of responsibility. We will strive to accomplish this by developing a comprehensive and useful contingency plan, preparing the response community through training and exercises, developing coordination mechanisms to facilitate effective responses, and educating our stakeholders and the public.

1320 Vision Statement

We will function as an efficient organization for ensuring effective response to environmental threats in our Area. Our regulatory members and non-regulatory participants will include all stakeholders representing the federal, state, and local levels and the maritime, natural resource and academic communities.

We will collaborate, sharing information and resources, to produce the best possible plan and creative solutions to problems. We will employ state of the art research and technology in both our problem solving and our decision making.

We will learn from our responses and activities, improve our processes and develop as individuals and as an organization. We will be proud of our accomplishments and make great contributions toward the environmental protection of Southeast Texas.

1330 Purpose

This charter establishes the Central Texas Coastal Area Committee pursuant to the Oil Pollution Act of 1990 (OPA90) and Texas State law. OPA90 established Area Committees to serve as spill preparedness planning bodies responsible for developing strategies for coordinated responses to the discharge, or threat of discharge, of oil or hazardous substances, in pre-designated Inland and Coastal zones. This Area Committee was established to cover the navigable waters of the Captain of the Port Houston-Galveston area of responsibility.

1340 Organization

The Central Texas Coastal Area Committee is comprised of representatives from federal, state, and local governments as members and representatives from the marine transportation system as advisors.

Executive Steering Group (ESG) and Chairmanship: The ESG is the ultimate decision making body of the Area Committee and provides direction as appropriate. The ESG consists of the Federal On-Scene Coordinator (FOSC) and the three State On-Scene Coordinators. The Sector Commander of Sector Houston-Galveston, as pre-designated FOSC, shall be the Chairman of the ESG and Area Committee. The Deputy Commander, Sector Houston-Galveston and Commanding Officer, MSU Texas City shall each serve as Alternate Chairman. The appropriate State On-Scene Coordinators (SOSC) shall each serve as Vice Chairmen. The Chairman shall conduct each meeting of the Area Committee and provide an opportunity for participation by each regulatory member, each non-regulatory participant, and any public attendees; ensure adherence to the agenda; maintain order; and review recommendations submitted to the ESG and Area Committee. In the absence of the Chairman, the Alternate Chairmen shall perform these duties.

Area Committee Executive Administrator Duties: These duties lie with a member from the Sector Planning Department with support from an experienced member from the Sector Incident Management Branch. Together they will; facilitate Area Committee meetings, record meeting minutes, draft meeting minutes for review by the Area Committee Chairman and distribution by the Coast Guard, prepare meeting agenda notices for distribution to the Area Committee members and advisors, and make notifications of date and time changes to meetings.

Area Committee Members: The duties and responsibilities of the members of the Area Committee are to set goals, assign and monitor projects assigned to work groups, vote on issues, and represent all local, state, and federal government entities that participate in the Area Committee.

Area Committee Advisors: Advisors allow non-regulatory participants in the Committee an opportunity to actively voice their concerns and comments. They provide comments to the Area Committee and Executive Steering Group. Each non-regulatory participant in the Committee is aligned in one of the Advisory Groups: Industry, OSRO/Contract Response Organization, Natural Resources, Media, Volunteer, and Academia. Other advisory groups may be formed by the Executive Steering Group. The interest of the Advisors are conveyed to Area Committee and discussed at the meetings.

Work Groups: These have been established to work on functional items pertaining to the Area Committee. They are specifically tasked to complete assigned projects, tasks, and goals that are developed by the ESG and Area Committee. The number of working groups can change as needed for the work projects established by the ESG and Area Committee.

Area Committee Members and Advisors selection: The ESG will solicit for or select personnel to fill the Area Committee vacancies. In addition, the ESG will select Area Committee Members to fill the Chairmen positions of the work groups.

Area Committee Meeting Frequency and Location: The Area Committee normally meets on the first Thursday of the month on a quarterly basis, although special meetings may be called when needed. There will be a combination of open meetings, open to all members of the Area Committee and the general public and closed meetings, which only the Area Committee members and advisors will attend. Meeting locations will be alternated within Sector Houston-Galveston's area of responsibility.

1350 Charter Members

Area Committee

- Executive Steering Group (FOSC & SOSCs)
- Members (Voting & Decision Making Body)
- Advisors (Advise Members on Issues)
- Work Groups

Executive Steering Group

- Chairman: Sector Commander, Sector Houston-Galveston
- Alternates: Deputy Sector Commander, Sector Houston-Galveston or Commanding Officer, Marine Safety Unit Texas City
- Vice Chairman: Texas General Land Office (Lead OIL)
- Vice Chairman: Texas Commission on Environmental Quality (Lead HAZMAT)
- Vice Chairman: Railroad Commission of Texas (Oil/TRRC)
- Environmental Protection Agency (EPA)
- Bureau of Safety and Environmental Enforcement (BSEE)
- Workgroup Chairs
- Local Government and industry representatives

Area Committee Member Examples (open to the general public)

- Federal Government
 - USCG Sector Houston-Galveston
 - USCG Marine Safety Unit Texas City

- NOAA Scientific Support Coordinator
- U. S. Fish and Wildlife Service
- NOAA National Marine Fisheries Service
- PHMSA – US DOT Pipeline and Hazardous Materials Safety AdministrationEPA
- BSEE
- State Government
 - Texas General Land Office
 - Texas Commission on Environmental Quality
 - Railroad Commission of Texas
 - Texas Department of Public Safety GDEM
- Local Government
 - Harris County OEM
 - Harris County Fire Marshal's Office
 - Galveston County OEM
 - Brazoria County OEM
 - City of Friendswood
 - City of Pasadena OEP
 - Houston Fire Department
 - Any other interested local entity
- ACP Program Manager [Non-voting member]
 - USCG Eighth District Response Advisory Team (DRAT)

Area Committee Advisor Examples

- **Industry Facility**
 - DOW Chemical
 - Stolt Chemicals
 - Lubrizol
- **Industry Pipeline**
 - Williams Pipeline
- **Industry Deepwater Specialist**
 - Wild Well Control
- **Industry Deep Draft**
 - AET
- **Industry Barge**
 - Kirby Marine

- **Oil Spill Removal/Salvage Organization (OSRO)**
 - Clean Channels Association
 - TNT/Bisso
 - Garner Environmental
 - OMI Environmental
 - Phoenix
 - Marine Spill and Response Corporation
 - National Response Corporation
- **Qualified Individuals**
 - O'Brien's Response Management
 - ECM Maritime Services
- **Media & Public Relations**
 - Media Consultants
- **Volunteer/Environmental**
 - Galveston Bay Foundation
- **Academia**
 - Texas A&M Engineering Extension Service
- **Standing Work Groups**

Information Work Group

Chair: Supervisor, USCG PADET / Chuck Wolf, Media Consultants

Volunteer Work Group

CO-Chairs: Rhonda Murgatroyd, Wildlife Services / Trey Trahan, TGLO

Response and Recovery Work Group

CO-Chairs: Scott Gaudet, TGLO / Phil Glenn, CCA

Geographic Site Survey Work Group

Chair: Craig Kartye, TGLO

Subsea Well Response:

Chair: Mike Drieu, Anadarko

Resources at Risk Work Group

Co-Chairs: Andy Tirpak, TPWD / Representative, USFWS

Salvage & Marine Firefighting Workgroup

Co-Chairs: LCDR Brent Yezefski, USCG/ Jim Elliot T&T Marine

Area Contingency Plan Oversight Committee

Chair: Chief, Incident Management Division, USCG

1400 National Response System

1410 National Response Structure

The NRS was developed to coordinate all government agencies with the immediate and effective clean up response strategy for environmental protection in a focused response strategy for the immediate and effective clean up of oil or hazardous substance discharge. The NRS is a three tiered response and preparedness mechanism that supports the pre-designated FOSC in coordinating national, regional, state, and local government agencies, industry and the RP during responses.

The United States Coast Guard (USCG) provides the National Response Team (NRT) vice-chair, co-chairs the RRTs, and serves as pre-designated FOSC for the coastal zone, as described in 40 CFR 300.120 (a) (1). The USCG is tasked with responding to all oil and hazardous substance releases into, or threatens to go into, navigable waters within the coastal zone. Additionally, offers expertise in domestic and international fields of port safety and security, maritime law enforcement, ship navigation and construction, and the manning, operation, and safety of vessels and marine facilities.

The Environmental Protection Agency (EPA) vice-chairs the NRT and co-chairs the RRTs with the USCG and serves as pre-designated FOSC for the inland zone, as described in 40 CFR 300.120 (a) (1). EPA provides expertise on environmental effects of oil discharges or releases of hazardous substances, pollutants, or contaminants, and environmental pollution control techniques.

The Federal Emergency Management Agency (FEMA): Provides guidance, policy, and program advice, technical assistance in hazardous materials, chemical and radiological emergency preparedness activities (including planning, training, and exercising). FEMA is a primary point of contact for administering financial and technical assistance to state and local governments to support their efforts to develop and maintain an effective emergency management and response capability. In the event of a declaration of a major disaster or emergency by the President, FEMA will activate the Federal Response Plan. The Federal Coordinating Officer, designated by the President, will implement the Federal Response Plan and coordinate and direct emergency assistance and disaster relief efforts. At a hazardous materials response site, FEMA's Federal Coordinating Officer will coordinate all disaster or emergency actions with the FOSC. FEMA shall also provide relocation of residents and community facilities or temporary evacuation and housing of threatened individuals not otherwise provided for under Section 104 (a) of CERCLA.

Department of Defense (DOD): Plans and handles all spills and releases from any facility or vessel under DOD control. In addition, DOD may also, upon request of the FOSC, provide locally deployed U.S. Navy oil spill equipment and provide assistance to the FOSC. The following two branches of DOD have particularly relevant expertise.

The U.S. Navy is the federal agency most knowledgeable and experienced in ship salvage, shipboard damage control, and diving. The Superintendent of Salvage (SUPSALV) has an extensive array of specialized equipment and personnel available for use in these areas, as well as specialized containment, collection, and removal equipment specifically designed for salvage-related and open sea pollution incidents.

The U.S. Army Corps of Engineers (USACOE) has specialized equipment and personnel for maintaining navigation channels, removing navigation obstructions, accomplishing structural repairs, and performing maintenance to hydropower electric generating equipment.

Department of Energy (DOE): Generally provides advice and assistance for emergency actions essential for the control of immediate radiological hazards.

Department of Agriculture (DOA): Is the federal resource manager. Several agencies within this department may play an important role during certain spills, including:

US Forest Service
Soil Conservation Service
Food and Safety Inspection Service
Animal and Plant Health Inspection Service

Department of Commerce (DOC): Through National Oceanographic Atmospheric Administration (NOAA), DOC has jurisdiction over and provides scientific support for response and contingency planning in coastal and marine areas, including assessment of hazards that may be involved, predictions of movement and dispersion of oil and hazardous substances through trajectory modeling, and information on the sensitivity of coastal environments to oil and hazardous substances. NOAA provides expertise on and has jurisdiction over living marine resources and their habitats, including endangered species. NOAA also provides information on actual and predicted meteorological, hydrological, and oceanographic conditions for marine, coastal, and inland waters. NOAA is a federal trustee for living and non-living natural resources in coastal and marine areas. Natural resources of concern to NOAA include:

All life stages, wherever they occur, of fishery resources of the EEZ and continental shelf,

Anadromous and catadromous species throughout their ranges, rivers and tributaries to rivers that historically or presently support anadromous species,

Federally "endangered" or "threatened" species including designated critical habitat and marine mammals for which NOAA has assigned responsibility,

Tidal wetlands, salt marshes, estuaries, and other important habitat supporting fishery and marine resources, and

Living and non-living resources of the National Marine Sanctuaries and National Estuarine Research Reserves.

Department of Health and Human Services (HHS): Provides health risk assessment support, including field response personnel. This support is provided through the Agency for Toxic Substances and Disease Registry (ATSDR). Their emergency response personnel are available 24 hours a day throughout the week to provide this support. Questions related to suspected acute overexposures can be addressed by the ATSDR in order to determine facilities which are properly staffed and equipped to evaluate such cases and to coordinate medical evaluation procedures with local health care facilities.

Department of the Interior (DOI): May be contacted through the Regional Environmental Officer, who is DOI's representative on the Regional Response Team (RRT). DOI will provide, through its Regional Environmental Officer (REO), technical expertise to the On Scene Coordinator (OSC) and the RRT with respect to land, fish, wildlife and other resources for which it is responsible. The REO is the designated DOI member to the RRT and can provide information concerning the lands and resources specifically under DOI jurisdiction, as well as offer technical expertise related to geology, hydrology, minerals, fish and wildlife, cultural resources, and recreation resources. Under Executive Order 12580, DOI is among those agencies designated by the NCP as a federal Trustee for Natural Resources. DOI has direct jurisdiction for the protection of resources on its own lands, as well as trustee responsibilities for certain natural resources, regardless of location. The DOI natural resource trusteeship that extends beyond DOI site boundaries includes migratory birds, anadromous fish, and endangered or threatened species and their critical habitat. Within the DOI, individual bureaus have specific responsibilities and capabilities which are listed below. Each bureau may be contacted through the DOI Regional Environmental Officer who is located in the Office of Environmental Policy and Compliance Regional Environmental Office in Albuquerque, New Mexico. DOI bureaus and offices have relevant expertise as follows:

Office of Environmental Policy and Compliance represents the DOI on the RRT and is responsible for coordinating RRT/DOI activities. The Office of Environmental Policy and Compliance operates within the Office of the Secretary, and is responsible for policy development and coordination of the diverse interests of DOI. The Regional Environmental Officer, in addition to being DOI's RRT representative, provides a number of services, including the DOI position on chemical countermeasure and in-situ burn decisions, liaison for technical assistance requests from the OSC, administrative details to secure response cost reimbursement approval from the OSC, and initial coordination for Natural Resource Damage Assessments.

U.S. Fish and Wildlife Service (FWS) manages, protects, and provides expertise on migratory birds, federally-listed threatened and endangered species and their designated critical habitats, certain anadromous fish, inland waters and wetlands, and certain federal lands (National Wildlife Refuges, Waterfowl Production Areas, and National Fish Hatcheries). The FWS can provide responders with information concerning these resources, as well as technical assistance concerning the effects of oil on these resources. In addition, the FWS will help coordinate wildlife rescue and rehabilitation efforts in conjunction with the state natural resource trustee(s). FWS is responsible for assessing damages to natural resources as a result of discharges of oil or releases of hazardous substances into the environment, and issues federal Migratory Bird Permits to qualified individuals and/or organizations that may be available to conduct wildlife rehabilitation operations related to oil spill incidents.

U.S. Geological Survey (USGS) provides advice and information concerning geohydrologic, geologic/seismic, and geochemical data; ground and surface water data; biological resources; and maps. The U.S. Geological Survey maintains stream flow gauges throughout Region 6 and can provide historical stream flow information, assist with predicting the time/travel/trajectory of spills, and collect and analyze surface and groundwater samples.

Bureau of Land Management (BLM) has jurisdiction over public lands and expertise in minerals, soils, vegetation, archeology, and wildlife habitat.

Bureau of Safety and Environmental Enforcement (BSEE) enforces offshore (Outer Continental Shelf) energy and other resource safety and environmental regulations. Functions include: All field operations including Permitting and Research, Inspections, Offshore Regulatory Programs, Oil Spill Response, and Training and Environmental Compliance functions. BSEE also conducts oil spill response technology research and establishes oil discharge contingency planning requirements for off-shore facilities.

Bureau of Ocean Energy Management (BOEM) is responsible for managing development of the nation's offshore resources in an environmentally and economically responsible way. Functions include: Leasing, Plan Administration, Environmental Studies, National Environmental Policy Act (NEPA) Analysis, Resource Evaluation, Economic Analysis and the Renewable Energy Program.

Office of Surface Mining, Reclamation and Enforcement (OSMRE) has expertise in coal mining, coal mine wastes, acid mine drainage and land reclamation.

National Park Service (NPS) provides general biological, natural, and cultural resource managers to evaluate, measure, monitor, and contain threats to park system lands and to resources including national parks, lake shores, monuments, national historic sites, rivers, and recreation areas. The NPS also provides expertise on historic, archeological, architectural, and recreational resources and sites on the National Register of Historic Places. A Programmatic Agreement between the National Park Service, several historic preservation organizations and several response agencies guides Region 6 policy regarding protection of historic properties.

Bureau of Reclamation (BOR) has expertise regarding engineering, hydrology, and reservoirs, and has jurisdiction over certain federal water projects including dams, reservoirs and irrigation projects.

Bureau of Indian Affairs (BIA) is responsible for protecting tribal trust resources, and facilitating an active role in planning and response for tribal governments who wish to do so. The Bureau of Indian Affairs coordinates activities affecting tribal lands, and provides assistance in identifying tribal government officials.

Department of Justice (DOJ): Can provide expert advice on complicated legal questions arising from discharges or releases and federal agency responses. In addition, the DOJ represents the federal government in litigation relating to such discharges or releases.

Department of Labor (DOL): Through OSHA, DOL has authority to conduct safety and health inspections of hazardous waste sites to assure that employees are being protected and to determine if the site is in compliance with OSHA regulations. OSHA regulations related to spill response can be found in Title 29 CFR 1910.120 (Hazardous Waste Operator (HAZWOPER) regulations).

Department of Transportation (DOT): Provides response expertise pertaining to transportation of oil, or hazardous substances, by all modes of transportation. Through the Research and Special Programs Administration (RSPA), DOT offers expertise in the requirements for packaging, handling, and transporting regulated hazardous materials.

Department of State (DOS): Leads in development of international joint contingency plans. DOS will also help to coordinate an international response when discharges or releases cross international boundaries or involve foreign flag vessels. Additionally, DOS will coordinate requests for assistance from foreign governments and proposals from the United States for conducting research at incidents that occur in waters of other countries.

Nuclear Regulatory Commission (NRC): Responds as appropriate to releases of radioactive materials and is the key agency in dealing with radiological pollution.

General Service Administration (GSA): Plays an essential role in providing facility and related logistical support for the response organization.

Federal On-Scene Coordinator (FOSC): The NRS supports the responsibilities of the FOSC under the CWA's federal removal authority. The FOSC plans and coordinates response strategy on scene, using the support of the NRT, RRT, and responsible party, to supply the needed trained personnel, equipment and scientific support to complete an immediate and effective response to any oil or hazardous substance discharge.

Unified Command (UC): The NRS is designated to support the FOSC and facilitate responses to a discharge or threatened discharge of oil or a hazardous substance. The NRS is used for all spills, including a Spill of National Significance (SONS). When appropriate, the NRS is designated to incorporate a UC and control support mechanism consisting of FOSC, SOSC, and the RP's IC. The UC structure allows for a coordinated response effort, which takes into account the federal, state, local, and RP concerns and interests when implementing the response strategy. A UC establishes a forum for open, frank discussions on problems that must be addressed by the parties with primary responsibility for oil and not usually who interface with the command structure through the Liaison Officer (LOFR) or the state representative. When a UC is used, the Joint Operations Center and Joint Information Center (JIC) is established. The Joint Operations Center should be located near and convenient to the site of the discharge. All responders (federal, state, local, and private) should be incorporated into the FOSC's response organization at the appropriate level.

Spill of National Significance (SONS): If a discharge occurs in the coastal zone and is classified as a substantial threat to the public health or welfare of the United States (40 CFR 300.320 (a)(2)), or the necessary response effort is so complex that it requires extraordinary coordination of federal, state, local, and responsible party resources to contain and clean up the discharge, the Commandant of the Coast Guard may classify the incident as a Spill of National Significance (SONS) under the National Oil

and Hazardous Substance Contingency Plan (NCP) 40 CFR 300.5. For more information on the SONS concept see COMDTINST 16465.6, Spill of National Significance (SONS) Response Management..

SONS is defined as a spill which greatly exceeds the response capability at the local and regional levels and which, due to its size, location, and actual or potential for adverse impact on the environment is so complex, it requires extraordinary coordination to contain and clean up. Only the Commandant of the Coast Guard or the Administrator of the EPA can declare a SONS taking into account environmental risks, weather conditions, response capabilities, and the amount, or potential amount, of product spilled.

The response to a SONS event must be a coordinated response that integrates the OSCs response organization with the SONS response organization.

A Coast Guard Area or District Commander may recommend to the Commandant that a SONS be declared. Factors to be considered in declaring a SONS might include:

- Multiple OSC zones, districts, or international borders;
- Significant impact or threat to the public health and welfare, wildlife, economy and/or property over a broad geographic area;
- Protracted period of discharge and/or expected cleanup;
- Significant public concern and demand for action; and,
- The existence of, or the potential for, a high level of political and media interest.

1420 RRT Structure

There are 13 RRTs, one for each of the ten federal regions and Alaska, the Caribbean and the Pacific Basin. Each RRT has Federal and State representation. EPA and the Coast Guard co-chair the RRTs. Like the NRT, RRTs are planning, policy and coordinating bodies, and do not respond directly to incidents. The RRTs develop Regional Contingency Plans for their regions. These plans address region specific issues and provide guidance to the OSCs for developing their area plans. The RRTs also provide one level of review for the Area Contingency Plans. The RRTs may be activated for specific incidents when requested by the OSC. If the assistance requested by an OSC exceeds an RRT's capability, the RRT may request assistance from the NRT. During an incident the RRT may either be alerted by telephone or convened. The cognizant RRTs will also be consulted by the OSC on the approval/disapproval of the use of chemical countermeasures when that decision has not been pre-approved.

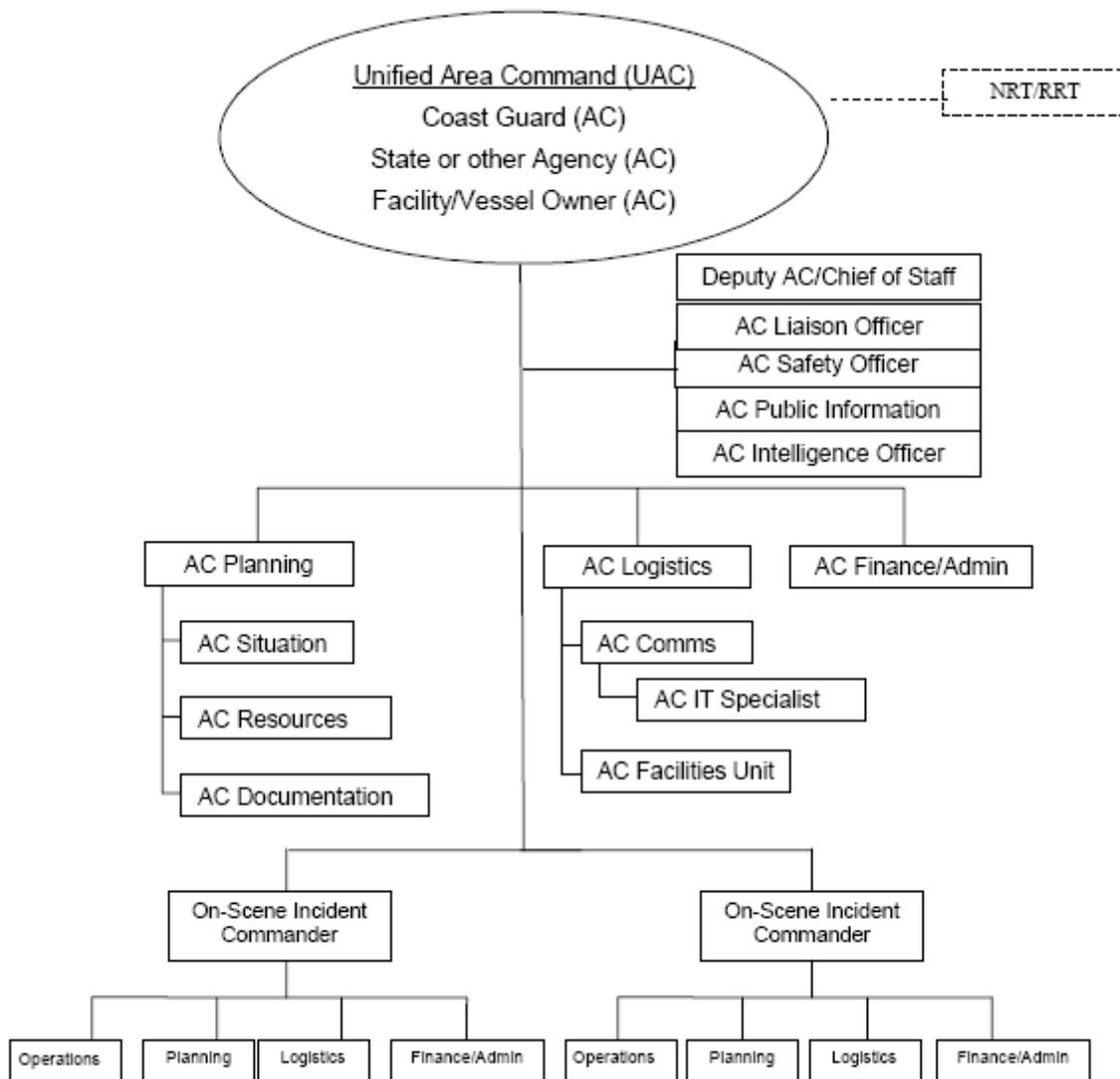
1430 Area Response Structure

An Area Command is established when the complexity of the incident and incident management span-of-control considerations so dictate. Generally, the administrator(s) of the agency having jurisdictional responsibility for the incident makes the decision to establish an Area Command.

The purpose of an Area Command is either to oversee the management of multiple incidents that are each being handled by a separate ICS organization or to oversee the management of a very large or complex incident that has multiple incident management teams engaged.

This type of command is generally used when there are a number of incidents in the same area and of the same type, such as two or more oil spills. These are usually the kinds of incidents that may compete for the same resources. When incidents are of different types and/or do not have similar resource demands, they are usually handled as separate incidents or are coordinated through an EOC. If the incidents under the authority of the Area Command span multiple jurisdictions, a Unified Area Command should be established. This allows each jurisdiction involved to have appropriate representation in the Area Command.

The structure of the Area Command follows standard ICS organization except there is no operations section. An example is provided below:



Federal/State Role in Incident Response

A basic premise of the ACP is that incidents are generally handled at the lowest jurisdictional level possible. Police, fire, public health and medical, emergency management, and other personnel are responsible for incident management at the local level.

In some instances, a Federal agency in the local area may act as a first responder and may provide direction or assistance consistent with its specific statutory authorities and responsibilities. In the vast majority of incidents, State and local resources and interstate mutual aid normally provide the first line of emergency response and incident management support.

When an incident or potential incident is of such severity, magnitude, and/or complexity that it is considered an Incident of National Significance according to the criteria established in National Response Plan, the Secretary of Homeland Security, in coordination with other Federal departments and agencies, initiates actions to prevent, prepare for, respond to, and recover from the incident.

These actions are taken in conjunction with State, local, tribal, non-governmental, and private-sector entities as appropriate to the threat or incident. In the context of Stafford Act disasters or emergencies, DHS coordinates supplemental Federal assistance when the consequences of the incident exceed State, local, or tribal capabilities.

1440 Incident Command System

The U.S. Coast Guard Incident Management Handbook (IMH) is designed to assist Coast Guard personnel in the use of the Incident Command System (ICS) during response operations. The IMH is intended to be used as an easy reference job aid for responders. It is not a policy document, but rather guidance for response personnel. During development of the IMH, it was recognized that eighty-percent of all response operations share common principles, procedures and processes. The other twenty-percent of response operations are unique to the type of incident, such as a search and rescue case or an oil spill. The handbook is laid out so that the generic information applicable to all responses is presented up-front. For example, the duties and responsibilities of the Planning Section Chief (PSC) are found in the generic section since a PSC's job description under ICS does not change from one type of incident to another. The remainder of the IMH is divided into nine types of incidents the Coast Guard is most likely to respond to.

They are:

Terrorism

Maritime Security/Antiterrorism

Law Enforcement

Search and Rescue

Oil Spills

Hazardous Substance

Marine Fire

Multi-Casualty

Event Management

With the exception of the chapters on Terrorism, Maritime Security/Antiterrorism and Event Management (further development pending) each of the chapters that deal with a specific type of incident provides a scenario from which to illustrate how an incident starts off with only initial responders and then escalates to a large multi-agency response organization. The organization charts in each of the chapters are only **examples** of how an ICS organization may be developed to respond to that type of incident. Also, in each chapter are incident-specific job descriptions that have proven valuable in past response operations. An example of an incident-specific position would be the Vessel Disposition Group Supervisor located in the Law Enforcement chapter. Coast Guard response personnel can come from any component of the Coast Guard (Active Duty, Reserve, Auxiliary, or Civilian Employees). Responders should have a basic understanding of ICS to ensure they can effectively operate within the ICS organization and properly use and understand this IMH.

National Incident Management System (NIMS) ICS standard forms can be found on the Internet at:

<http://www.uscg.mil/forms/ics.asp>

1450 ICS Recommended Staffing and Position Specific Training for Industry

Sector Houston-Galveston's Joint Training Committee, sponsored by both the Central Texas Coastal Area Committee and the Area Maritime Security Committee, have recommended minimum staffing and position training suggestions, specifically ICS and OSHA HAZWOPER minimum training levels (See matrix).

We certainly encourage entities to utilize this matrix as a starting point. The ultimate goal is for industry to actively participate in Unified Command responses involving their company while simultaneously monitoring their expenditures.

We have provided web links below for quick reference and/or training.

FEMA-based, free ICS online training:

<http://training.fema.gov/IS/searchIS.asp?keywords=100&Submit=Search>

<http://training.fema.gov/IS/searchIS.asp?keywords=200&Submit=Search>

<http://training.fema.gov/IS/searchIS.asp?keywords=700&Submit=Search>

<http://training.fema.gov/IS/searchIS.asp?keywords=800&Submit=Search>

ICS 300, 400, and other higher level courses are classroom based, check with US Coast Guard Sector Houston-Galveston Planning Department for possible suggestions.

DHS Information and other security training recommendation information:

http://www.dhs.gov/files/programs/gc_1181835547413.shtm

http://en.wikipedia.org/wiki/Sensitive_Security_Information

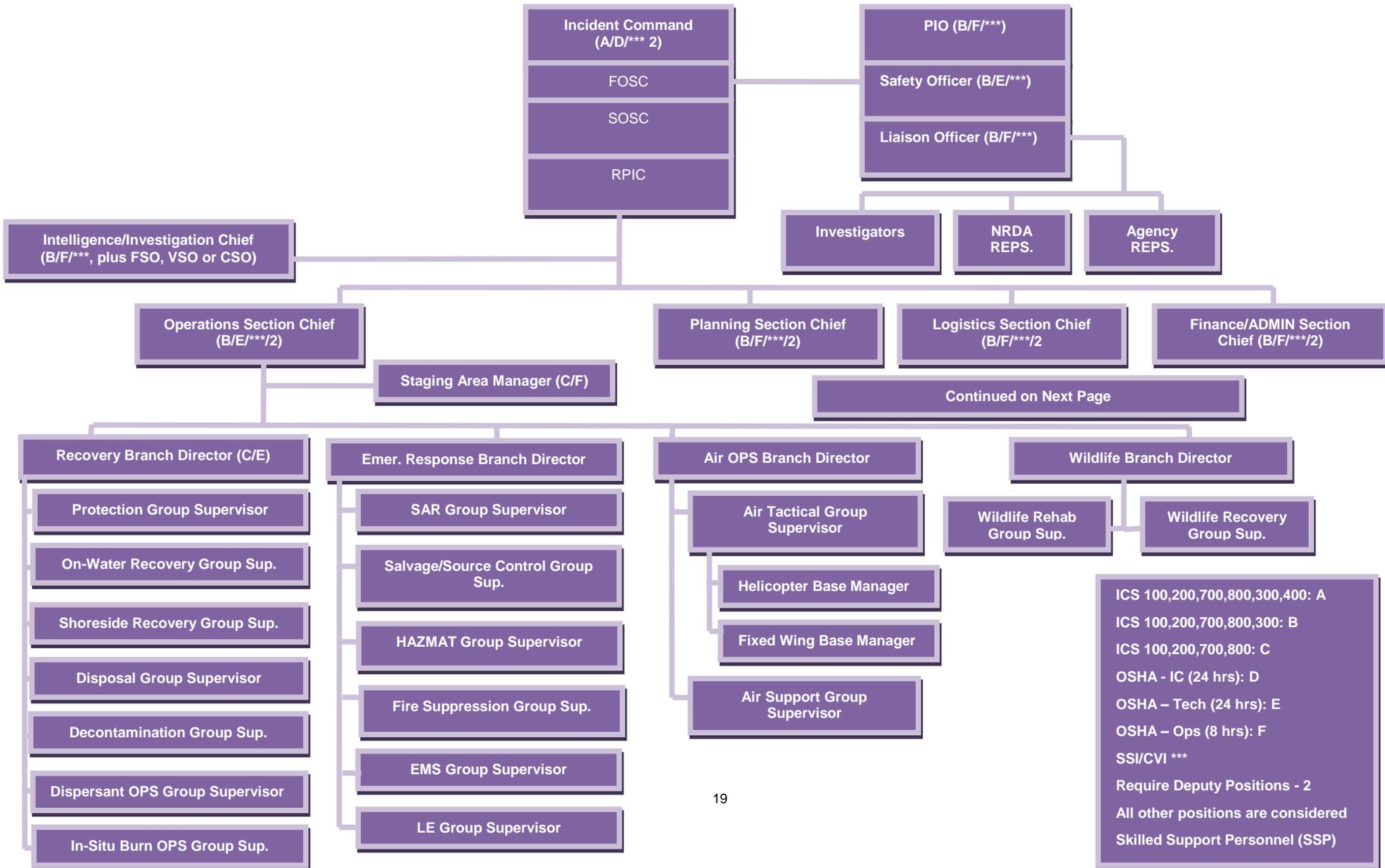
There are many contractors that offer CSO, FSO, and VSO training and suggest you use www.google.com and search for FSO Training.

http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=standards&p_id=9765

ICS Position Training Quick Reference Worksheet

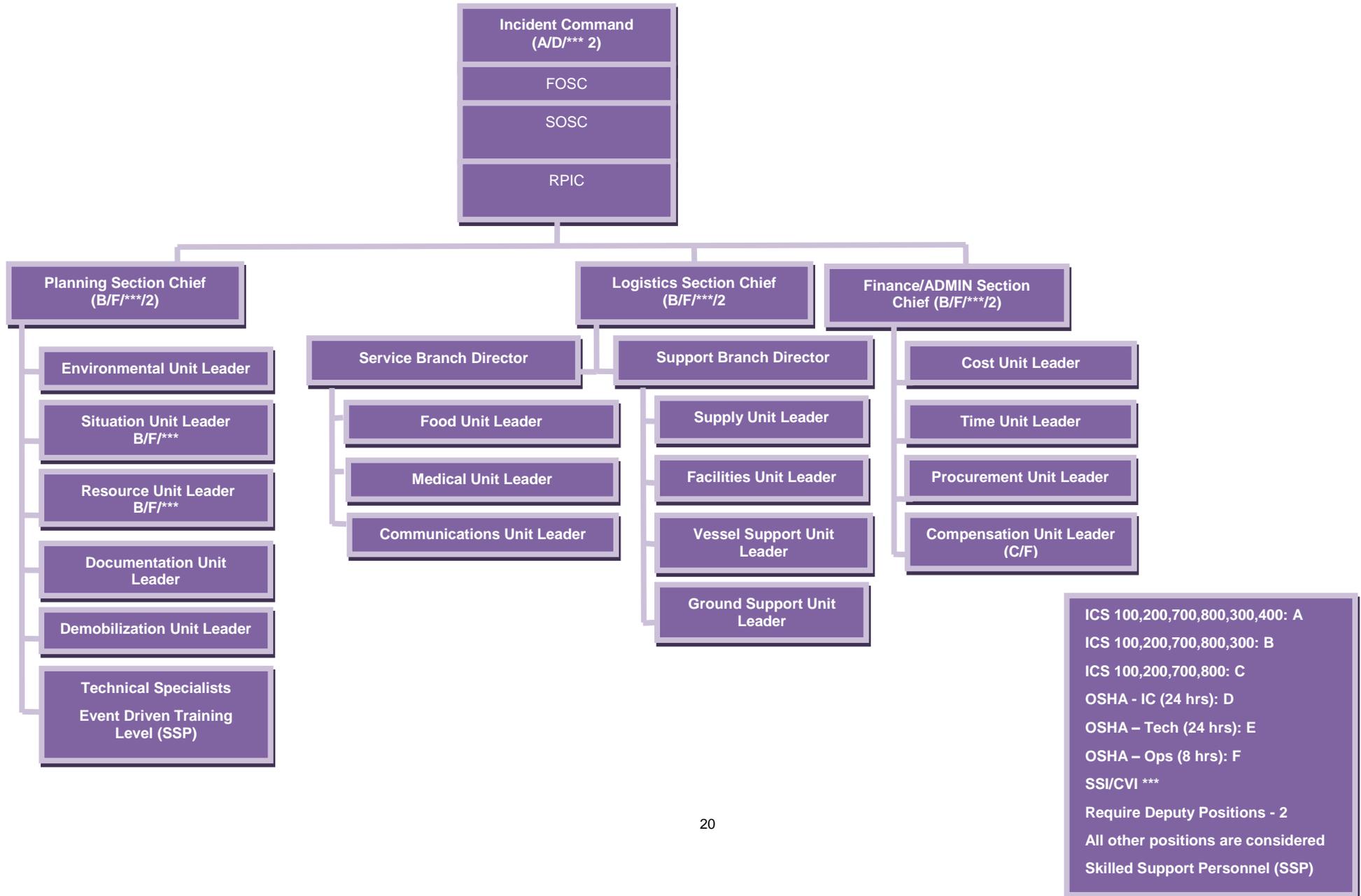
ICS POSITION	INCIDENT COMMAND TRAINING						OSHA TRAINING				SECURITY	
	100	200	700	800	300	400	4 hr	8 hr	24 hr	40 hr	SSI CVI	FSO, CSO, VSO
INCIDENT CDR*	X	X	X	X	X	X			X ¹		X	
PIO	X	X	X	X	X			X			X	
SAFETY	X	X	X	X	X				X			
LIAISON	X	X	X	X	X			X			X	
INTEL/INVEST	X	X	X	X	X						X	X
OPS SEC CHIEF*	X	X	X	X	X				X		X	
PLAN SEC CHIEF*	X	X	X	X	X			X			X	
LOG SEC CHIEF*	X	X	X	X	X			X			X	
FIN SEC CHIEF*	X	X	X	X	X			X			X	
STAGING AREA MGR	X	X	X	X				X				
REC BRANCH DIRECTOR	X	X	X	X					X			
SIT UNIT LDR	X	X	X	X	X			X			X	
RES UNIT LDR	X	X	X	X	X			X			X	
DOC UNIT LDR	X	X	X	X	X			X			X	
COST UNIT LDR	X	X	X	X				X			X	
COMP UNIT LDR	X	X	X	X				X			X	
TECH SPEC (and other positions not designated)	Recommendations will be event driven. All other positions will be considered skilled support staff.											
COMMENTS	<p>* Indicates these positions should have a deputy assigned. Security training should include SSI or CVI depending on the event, and one of the CSO, FSO, or VSO training modules.</p> <p>1. Incident Commander requires specialized HAZWOPER training, please refer to OSHA guidelines.</p>											

ICS Position Training Quick Reference Organization Chart



ICS 100,200,700,800,300,400: A
 ICS 100,200,700,800,300: B
 ICS 100,200,700,800: C
 OSHA - IC (24 hrs): D
 OSHA - Tech (24 hrs): E
 OSHA - Ops (8 hrs): F
 SSI/CVI ***
 Require Deputy Positions - 2
 All other positions are considered
 Skilled Support Personnel (SSP)

ICS Position Training Quick Reference Organization Chart (Cont.)



1460 Area Exercise Mechanism

The FOSC shall periodically conduct drills of removal capability, without prior notice, in areas for which ACPs are required. This action will allow effectiveness assessment of such plans and relevant vessel, and facility response plans. These drills may include participation by federal, state, local agencies, owners and operators of vessels and facilities in the area, and private industry.

The National Strike Force Coordination Center (NSFCC) will act as a clearinghouse for exercises, participating in the development, execution, and evaluation to the fullest extent practicable, with the cognizant program managers of the USCG and EPA. The NSFCC may, in conjunction with the cognizant program managers of the USCG and EPA, impose unannounced area or multi-area exercises.

[NOTE: The NSFCC is responsible for executing the National Preparedness for Response Exercise Program (PREP). All USCG participation in exercises will be coordinated with and/or through the NSFCC.]

1470 Federal Radiological Emergency Response Plan

The FRERP covers any peacetime radiological emergency that has actual, potential, or perceived radiological consequences within the United States, its Territories, possessions, or territorial waters and that could require a response by the Federal Government. The level of the Federal response to a specific emergency will be based on the type and/or amount of radioactive material involved, the location of the emergency, the impact on or the potential for impact on the public and environment, and the size of the affected area. Emergencies occurring at fixed nuclear facilities or during the transportation of radioactive materials, including nuclear weapons, fall within the scope of the Plan regardless of whether the facility or radioactive materials are publicly or privately owned, Federally regulated, regulated by an Agreement State, or not regulated at all. (Under the Atomic Energy Act of 1954 [Subsection 274.b.], the NRC has relinquished to certain States its regulatory authority for licensing the use of source, byproduct, and small quantities of special nuclear material).

1480 USCG National Strike Force

The National Strike Force (NSF) was created in 1973 as a Coast Guard "Special Team" under the National Oil and Hazardous Substances Pollution Control Plan (National Contingency Plan), designed to support the Coast Guard, Environmental Protection Agency (EPA), and Department of Defense (DoD) pre-designated Federal On-Scene Coordinators (FOSCs) in their preparedness and response duties including responding to potential and actual oil and hazardous material spills and weapons of mass destruction incidents as directed by the National Contingency Plan (NCP). The NSF is composed of four units: the National Strike Force Coordination Center (Elizabeth City, NC), the Atlantic Strike Team (Fort Dix, NJ), the Gulf Strike Team (Mobile, AL), and the Pacific Strike Team (Novato, CA). The USCG National Strike Force Coordination Center (NSFCC) coordinates the three Coast Guard Strike Teams and the Public Information Assist Team (PIAT). The NSFCC also carries out several national preparedness missions directly supporting FOSCs. Each FOSC has a specific Strike Team designated for initial contact and may contact that team directly for any assistance. A FOSC may directly request PIAT assistance by contacting the NSFCC or any Strike Team.

Federal On-Scene Coordinators can request NSF assistance directly by contacting their servicing Strike Team or contacting the NSFCC.

1481 Contact Numbers

National Strike Force	(252) 331-6000
Coordination Center 1461 North Road St.	(252) 331-6012 FAX (252) 267-3458 CDO
Elizabeth City, NC 27909	
Atlantic Strike Team 5614 Doughboy Loop Fort Dix, NJ 08640-0068	(609) 724-0008 (609) 724-0232 FAX (609) 556-9376 OOD
Gulf Strike Team 8501 Tanner Williams Rd. Mobile, AL 36608-9690	(251) 441-6601 (251) 441-6610 FAX (251) 447-5545 OOD
Pacific Strike Team Hanger 2, Hamilton Field Novato, CA 94949-5082	(415) 883-3311 (415) 883-7814 FAX (415) 559-9405 OOD

To request National Strike Force assistance, contact your servicing Strike Team at the number listed above; or the NSFCC at 252-331-6000 (after hours through the CDO at 252-267-3458); or the National Response Center at 800-424-8802.

NSF website: <http://www.uscg.mil/hq/nsfweb>

NSF Strike Team Areas of Responsibility

Pacific Strike Team	Gulf Strike Team	Atlantic Strike Team	Public Information Assist Team
Sectors/MSU's	Sectors/MSU's/MSD's	Sectors/MSU's	All Sectors, MSUs, & EPA Regions

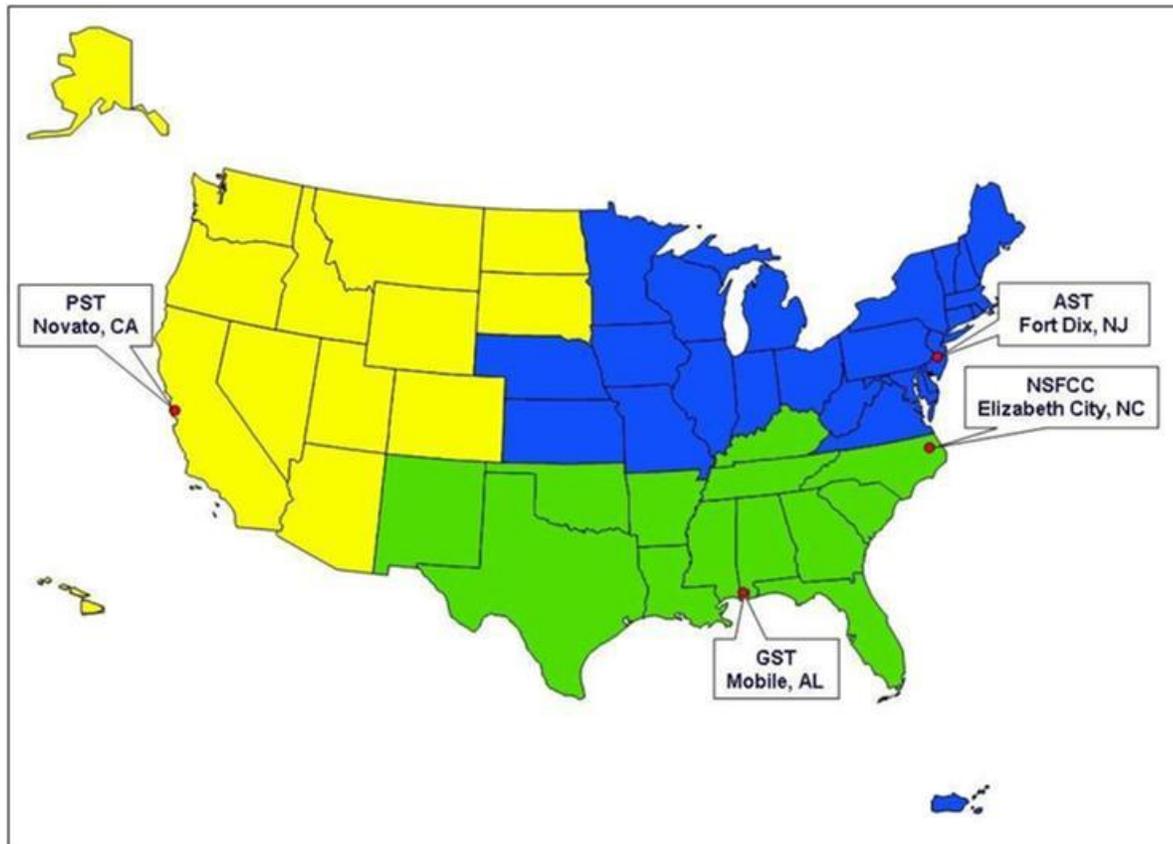
NSF Strike Team Areas of Responsibility

Pacific Strike Team	Gulf Strike Team	Atlantic Strike Team	Public Information Assist Team
Sectors/MSU's	Sectors/MSU's/MSD's	Sectors/MSU's	All Sectors, MSUs, & EPA Regions
Sector Anchorage, AK • MSU Valdez, AK	Sector North Carolina • MSU Wilmington, NC	Sector Northern New England-Portland, ME	
Sector Juneau, AK	Sector Charleston, SC • MSU Savannah, GA	Sector Baltimore, MD	
Sector Puget Sound, WA	Sector Jacksonville, FL	Sector Boston, MA	
Sector Columbia River, OR • MSU Portland	Sector St. Petersburg - Tampa, FL	Sector New York, NY	
Sector San Francisco, CA	Sector Miami, FL	Sector Long Island Sound – New Haven, CT	
Sector Los Angeles/Long Beach, CA	Sector Key West, FL	Sector Southern New England-Providence, RI	
Sector San Diego, CA	Sector Mobile, AL	Sector Delaware Bay- Philadelphia, PA	
Sector Honolulu, HI • MSD American Samoa	Sector New Orleans, LA • MSU Baton Rouge, LA • MSU Morgan City, LA • MSU Houma, LA	Sector Hampton Roads, VA	
Sector Guam • MSD Saipan		Sector San Juan, PR	

NSF Strike Team Areas of Responsibility

Pacific Strike Team	Gulf Strike Team	Atlantic Strike Team	Public Information Assist Team
Sectors/MSU's	Sectors/MSU's/MSD's	Sectors/MSU's	All Sectors, MSUs, & EPA Regions
		Sector Sault Ste Marie, MI • MSU Duluth, MI	
	Sector Houston-Galveston, TX • MSU Galveston, TX • MSU Port Arthur, TX • MSU Lake Charles, LA	Sector Michigan-Milwaukee, WI • MSU Chicago, IL	
		Sector Buffalo, NY • MSU Cleveland, OH	
	Sector Corpus Christi, TX	Sector Detroit, MI • MSU Toledo	
	Sector Ohio Valley - Louisville, KY • MSU Paducah, KY	Sector Upper Mississippi River, St. Louis, MO	
	Sector Lower Mississippi-Memphis, TN	Sector Ohio Valley, KY • MSU Pittsburgh, PA • MSU Paducah, KY • MSU Huntington, WV	
EPA Regions	EPA Regions	EPA Regions	
VIII	IV	I	
IX	VI	II	
X		III	
Oceania (Hawaii, Guam, Pacific Islands)		V	
		VII	

Strike Team Area of Responsibility



1482 National Strike Force Capabilities

- Respond with trained personnel and specialized equipment to prevent, contain and/or remove spills of oil and releases of hazardous material;
- Provide spill management expertise;
- Provide guidance for preplanning and response to weapons of mass destruction incidents;
- Assist with response planning and consultation;
- Conduct operational training in oil and chemical spill response techniques and equipment usage;
- Participate with the response, coordination, control and evaluation of National Preparedness for Response Exercise Program (PREP) training and exercises;
- Technical assistance, equipment and personnel to augment the FOSC staff during incident response;
- Identify, locate, and assist in the transportation of specialized equipment needed for any type of response;
- Provide support from the Public Information Assist Team (PIAT) to FOSCs during incident responses or exercise training;
- Assist in coordinating the use of private and public resources in support of the FOSC during a response to or a threat of a worst case incident;
- Review Area Contingency Plans (ACP), including evaluation of equipment readiness and coordination among responsible public agencies and private organizations;

Assist in location of spill response resources for both response and planning, using the NSFCC's national and international computerized inventory of spill response resources in the Response Resource Inventory (RRI) data base which includes the OSRO/PAV programs;

Inspection of district pre-positioned pollution response equipment.

1483 Requesting Strike Team Assistance

Requesting assistance from any one Strike Team, an FOSC immediately gains access to the entire NSF personnel roster and equipment inventory.

FOSCs are encouraged to contact the NSF when:

Control of the discharge requires the special knowledge or special equipment of the NSF;

Response will require in excess of two days to complete removal operations and augmentation by NSF personnel will release local forces to return to normal operations;

Responsible Party (RP) has not or will not assume control immediately of the incident and the FOSC needs an immediate response to protect the environment and or the public;

In the judgment of the FOSC, NSF capabilities are necessary;

Technical assistance, equipment and other resources to augment the FOSC staff during incident response or exercise training;

Deployment of the USCG SORS equipped vessel response is needed.

1484 Strike Team Deployment

Upon receiving a request, personnel and equipment will be deployed to the scene in the most expeditious manner possible. Each team maintains a state of readiness which enables them to rapidly mobilize personnel and response equipment. Strike Team response equipment is palletized, loaded, and ready for immediate deployment by truck or aircraft.

Each Strike Team is capable of dispatching responders by the fastest means possible adhering to the NSF's minimum response time criteria as the circumstances of the incident dictate:

Mobilizing four members within 2 hours of notification

Mobilizing eight members within 6 hours of notification

Mobilizing heavy equipment loads within 6 hours of notification

Additional Strike Team personnel and equipment can be mobilized within 24 hours of notification

1485 Strike Team Funding

For responses, Strike Team personnel require travel orders or travel accounting information prior to deployment. Funding typically comes from the pollution response fund (FPN, CPN, DPN). If no pollution response fund has been accessed, the requesting unit must provide funding.

Requests for training and exercise support that are associated with PREP are funded through LANTAREA (exercises included in the MTEP process); however, under some circumstances, the requesting unit may be required to provide funding.

Non-PREP training and exercise support requests originating from a Federal agency, including the Coast Guard, shall be funded by the requesting agency or unit. Under most circumstances, State, County, and Municipal level-agencies will not be expected to provide funding.

1486 Transportation

Mobilization of Strike Team equipment may involve over-the-road transport: all three Strike Teams have tractor-trailer rigs that give them rapid deployment capabilities.

Aviation support is often needed during an emergency response to rapidly transport Strike Team equipment and/or personnel to the incident. When a Strike Team is requested by a FOSC/Sector Commander for assistance, the need/requirements for aviation support should be discussed. Requests for aviation support are the responsibility of the FOSC/Sector Commander. If aviation support is needed for an emergency response, the Sector should request the appropriate aviation support to Area through the District. The Strike Team can engage directly with the applicable Sector/Air Station to coordinate the aviation support requirements while the request is being processed through the District and Area

NOTE: Since response support is time critical, early notification of Strike Team assistance (or potential assistance) will allow the teams to begin logistics planning even before a formal request is made.

1487 Logistic Considerations

Strike Teams make every effort to be logistically independent; however, assistance may be required from the FOSC in arranging the following support:

Heavy lifting equipment, such as cranes and forklifts capable of handling a 16,000 lb. containment barrier box;

Fork extensions for forklift;

Small boats, vessels of opportunity;

Tractor-Trailer rigs;

Electrical power, land lines for telephones and computers,

Local logistics @staging areas, docks, boat ramps, weather conditions, etc.

Potable water supply and fuel supply for command posts.

Specific logistic needs will be clarified during the initial request for assistance; these needs vary, dependent upon the incident and location. Strike Teams attempt to minimize the effort by the FOSC's staff required to arrange support. However, the local knowledge of the FOSC's staff may be relied upon by the Strike Teams to make reasonable decisions regarding logistics.

1500 State/Local Response System

1510 State of Texas Response Structure

Upon notification of a spill, each designated respective response agency may act as the SOSC and ensure that response activities are consistent with the NCP, the State Contingency Plan, the ACP, and any other applicable plans.

Texas General Land Office (TGLO)

The TGLO is the lead state agency for response to oil spills that enter or threaten to enter the coastal waters of Texas. TGLO also coordinates the activities of other state agencies and provides scientific support for response and contingency planning in coastal and marine areas, including predictions of movement and dispersion of oil through trajectory and hydrologic modeling, and information on the sensitivity of coastal environments to oil and hazardous substances.

Texas Commission of Environmental Quality (TCEQ)

The TCEQ is the state's lead agency in spill response to certain inland oil spills (crude oil spills emanating from oil or gas exploration, development, or production facilities are Railroad Commission jurisdiction), all hazardous substance spills (except those from exploration and production facilities), and spills of other substances which may cause pollution or adversely impact air quality in Texas.

The TCEQ and the Texas Department of Transportation (TXDOT), as provided in 25.264 (f) of the Texas Water Code, have developed a contractual agreement whereby TXDOT personnel, equipment, and materials may be used in state-funded cleanup actions. All expenses and costs resulting from cleanup activities are subject to reimbursement from the Texas Spill Response Fund.

Railroad Commission of Texas (TRRC)

Until September 1, 2003, a spill of crude oil into the coastal waters of Texas may involve both the TRRC and the TGLO, depending on the volume and origin of the spill. After September 1, 2003, the TGLO is the lead agency for all spills of oil, including crude oil, into coastal waters or that pose an imminent threat to coastal waters as per amendments to Texas Natural Resource Code 40.008. These amendments will not change the current TRRC requirement to report spills in accordance with Statewide Rule 20.

TRRC has jurisdiction over waste generated by oil and gas exploration and production activities, permits the drilling of oil and gas wells in Texas, including bay and offshore wells, and is responsible for protecting surface and subsurface water from pollution caused by exploration and production activities. Spills or discharges, whether hazardous or non-hazardous from crude oil or natural gas pipelines, are also within the jurisdiction of the TRRC; but spills from refined petroleum product pipelines are not. Products not under the jurisdiction of the TRRC include gasoline, diesel, and other fuel oil.

Texas State Support Structure

The Governor's Division of Emergency Management (DEM) will ensure that all state resources are available for use by the lead agency. When required, DEM will ensure the staffing and activation of the State Emergency Operation Center in Austin. This operation center will serve as the primary support network for the SOSC. The SOSC in turn can provide the support necessary to assist the FOSC and the spiller. Within the emergency operations center structure, the disaster districts will be utilized as a conduit to and from the local community. Examples of the support that can be provided are: meteorological information provided by the TCEQ, legal and criminal enforcement assistance provided by the Attorney General's office, heavy equipment provided by the Texas Department of Highways, and aerial assistance provided by the Aircraft Pooling Board.

1600 National Policy and Doctrine

Section 4201 of OPA 90 amended Subsection I of Section 311 of the FWPCA, to require the Federal OSC to "in accordance with the National Contingency Plan and any appropriate Area Contingency Plan, ensure effective and immediate removal of a discharge, and mitigation or prevention of a substantial threat of a discharge, of oil or a hazardous substance – (i) into or on the navigable waters; (ii) on the adjoining shorelines to the navigable waters; (iii) into or on the waters of the exclusive economic zone; or (iv) that may affect natural resources belonging to, appertaining to, or under the exclusive management authority of the United States." "In carrying out these functions, the OSC may: (i) remove or arrange for the removal of a discharge, and mitigate or prevent a substantial threat of a discharge, at any time; (ii) direct or monitor all Federal, State, and private actions to remove a discharge; and (iii) recommend to the Commandant that a vessel discharging or threatening to discharge, be removed and, if necessary, destroyed." If the discharge or substantial threat of discharge of oil or hazardous substance is of such size or character as to be a substantial threat to the public health or welfare of the United States (including but not limited to fish, shellfish, wildlife, other natural resources, and the public and private beaches and shorelines of the United States), the OSC shall direct all Federal, State, and private actions to remove the discharge or to mitigate or prevent the threat of the discharge.

1610 Public vs. Private Resource Utilization

While it is the policy of the Commandant to mount an aggressive, timely, efficient response, the FOSC must be mindful that the use of government-owned equipment and resources is not to compete with the use of commercial resources.

Government resource should only be used under specific circumstances:

For "first aid" spill response until contracted commercial resources arrive on-scene and are operating.

Commercial resources are not available. This assumes that the RP, Qualified Individual, Incident Commander, or cleanup contractor has sought commercial resources but they are not available.

Government resources can supplement commercial resources. Government resources are not to be used for the convenience of the responsible party.

1620 Best Response Concept

Best Response depends on the best efforts of the three components of the National Response System.

Companies – those responsible for producing, handling, storing, and transporting oil and hazardous materials, and for arranging for mitigation of an accidental discharge or release;

Contractors – those who carry out response and cleanup in the event of a discharge or release; and

Government – those Federal, state, and local agencies with oversight responsibility for the safe handling of oil and hazardous materials and for ensuring protection of the public and the environment in the event of a discharge or release.

Best Response protects our national interests. Each component must act responsibly, effectively, and cooperatively to accomplish the shared goal of minimizing the consequences of pollution incidents. Finally, Best Response demands that a response community build an ability to measure its own capability to achieve success. To do this kind of self-assessment the community must be able to recognize success.

Key Business Drivers are the major categories within a Best Response model of things that have to be done if we are to accomplish the goal of Best Response – minimize the consequence of pollution incidents – and to be perceived as successful.

Critical Success Factors are the specific things that a response must accomplish to be considered successful. The critical success factors suggested here were compiled from expert-based surveys, which generated lists of things in a response that must go right. (Harrald, 1993; Walker, 1995). There are a number of critical success factors for each Key Business Driver. An oil spill response that achieves all or most of these factors will, according to the Best Response precepts, be judged as a success.

1630 Cleanup Assessment Protocol (How Clean is Clean)

When spilled oil contaminates shoreline habitats, responders must survey the affected areas to determine the appropriate response. Although general approvals or decision tools for using shoreline cleanup methods can be developed during planning stages, responders' specific cleanup recommendations must utilize field data on shoreline habitats, type and degree of shoreline contamination, and spill-specific physical processes. Cleanup endpoints must be established early so that appropriate cleanup methods can be selected to meet the cleanup objectives. Shoreline surveys must be conducted systematically because they are crucial components of effective decisions. Also, repeated surveys are needed to monitor the effectiveness and effects of ongoing treatment methods (changes in shoreline oiling conditions, as well as natural recovery), so that the need for changes in methodology, additional treatment, or constraints can be evaluated.

The [Shoreline Assessment Manual](#), August 2000, NOAA/HAZMAT outlines methods for conducting shoreline assessments. Shoreline assessment is a function conducted under the Planning Section of the Incident Command System (ICS).

NOAA's Shoreline Assessment Manual outlines methods you can use to plan and conduct shoreline assessment after an oil spill; you then can incorporate your assessment results into your decision-making process for shoreline cleanup. The [Shoreline Assessment Job Aid](#) is a supplement to the manual. It contains visual examples of many of the terms you would use during shoreline assessments.

1640 Dispersant Use

During the Deepwater Horizon BP oil spill in 2010, dispersants were used in unprecedented volumes and applications for any spill occurring within the waters of the United States. Due to the perceived uncertainties that surrounded using dispersants in such a manner, media visibility and scrutiny on the subject was greater than ever, and certain misinformation was ultimately circulated regarding the impacts. As a result of the scrutiny and ongoing litigation, it is unlikely that the FOSC, without the assistance of a Responsible Party, will be able to acquire the necessary permission to access and use a dispersant stockpile, absent relief from a dispersant manufacturer, on a federalized response.

Therefore, FOSCs should plan for complications that are likely to preclude the usage of dispersants on spills where there is no viable responsible party.

Should a FOSC be approached by any OSRO requesting certain language in any response documentation in order to bolster a derivative immunity defense, the FOSC should immediately seek assistance from their CG District Eight legal office and notify the Office of Maritime and International Law (CG-0941), Prevention Law Division duty attorney, through the National Command Center (NCC). Access to the CG District Eight legal attorney is available 24/7 via the CG District Eight command center at 504-589-6225. NCC 24/7 contact via 202-372-2100. Additionally, FOSCs are requested to contact their servicing legal staffs and CG-0941, Prevention Law Division duty attorney, via above means 24/7, as soon as it is contemplated that dispersants will be used on ANY oil spill.

1641 Dispersant Pre-Approval/Monitoring/Decision Protocol

The dispersant pre-approval is designed to provide for the timely use of dispersants along with mechanical techniques and in-situ burning for offshore oil spill response. No single response method is 100% effective, thereby establishing a need to consider the use of all available methods from the start of the spill response. Initially, the assumption needs to be made that all three methods (mechanical, in-situ burn, and dispersants) may be used and then adjustments are made to that assumption as information concerning the spill is received by the Federal On-Scene Coordinator (FOSC). The objective of the Regional Response Team VI (RRT 6) FOSC Dispersant Pre-approval Guidelines and Checklist is to provide for meaningful, environmentally safe, and effective dispersant operation. The programmed checklist approach allows the FOSC to quickly arrive at a logical "GO/NO GO" decision. This gives the dispersant operation the opportunity to begin in a timely manner that is consistent with attempting to maximize the effectiveness of dispersant use as a countermeasure to reduce the impact of oil spills. Nothing in this process is intended to address responder immunity for any Oil Spill Removal Organization (OSRO) or to indemnify a dispersant manufacturer against any future litigation.

The RRT VI FOSC Dispersant Pre-Approval Guidelines and Checklist are found at:

<http://www.epaosc.org/sites/5083/files/RRT6%20DISPERSANT%20PREAPPROVAL%20PLAN.pdf>

In this document, the RRT 6 Dispersant Pre-approval Overview, the FOSC Dispersant Use Checklist and the FOSC Dispersant Use Flowchart define the dispersant pre-approval requirements. If the dispersant pre-approval requirements are not met, the request for use of dispersant must follow the approval process as specified in the RRT 6 Regional Contingency Plan Subpart H Authorization. VI (RRT 6) FOSC Dispersant Pre-approval Guidelines and Checklist is to provide for meaningful, environmentally safe, and effective dispersant operation. If the dispersant pre-approval requirements are not met, the request for use of dispersant must follow the approval process as specified in the RRT 6 Regional Contingency Plan Subpart H Authorization.

1650 Insitu Burn Approval/Monitoring/Decision Protocol

RRT VI In-Situ Burn Preapproval Guidelines are only available in hardcopy at this time. A checklist can be found at:

<http://www.glo.texas.gov/>

1660 Bioremediation Approval/Monitoring/Decision Protocol

RRT 6 Position Paper on Bioremediation (Adopted January 24-25, 2001) can be found at:

<http://www.glo.texas.gov/>

1670 Fish and Wildlife Acts Compliance

Essential Fish Habitat Protection

This document is intended to assist Federal On-Scene Coordinators (FOSCs) in areas where the pre-spill planning activities called for under the Magnuson-Stevens Fishery Conservation and Management

Act have not yet been completed. However, this document is not intended to be an all-inclusive technical reference for reducing or eliminating all possible adverse effects to Essential Fish Habitat (EFH). It should also not be used to replace existing Area Contingency Plan (ACP) provisions developed pursuant to the protection of EFH.

Magnuson-Stevens Fishery Conservation and Management Act

In 1996 the Magnuson Fisheries Conservation Act was amended by the Sustainable Fisheries Act to include a number of new mandates, and was subsequently renamed the Magnuson-Stevens Fishery Conservation Act (MSA) (16 USC 1801 et seq). The MSA established procedures designed to identify, conserve, and enhance EFH for those species regulated under a Federal fisheries management plan (FMP). EFH is defined as “those waters and substrate necessary to fish for spawning, breeding, feeding, or growth to maturity” and can include rivers, estuaries, bays and open ocean (out to 200 miles).

Under Section 305(b)(2) of the MSA, Federal action agencies are required to consult with NOAA’s National Marine Fisheries Service (NOAA Fisheries) on all actions, or proposed actions, authorized, funded, or undertaken by the agency that may adversely affect EFH. Consultation involves the submission of an EFH assessment to NOAA Fisheries for actions including emergency responses to oil discharges and hazardous substance releases. Reference Section 300 for guidance on the identification of EFH in your FOSC’s area of responsibility.

EFH Consultation Process and How It Applies to USCG FOSC

The EFH consultation process is in place to ensure that Federal agencies consider the effects of their actions on EFH, with the goal of “maintain[ing] fish production consistent with a sustainable fishery and the managed species contribution to a healthy ecosystem” (50 CFR 600.815(a)(2)(i)(C)(4)). The process as outlined in this FOSC guide satisfies the Federal agency consultation and response requirements of Sections 305(b)(2) and 305(b)(4)(B) of the MSA, as well as the EFH conservation recommendation requirement of MSA Section 305(b)(4)(A).

As with the Endangered Species Act, FOSCs determine when an action “may adversely affect” EFH. Once the FOSC has identified an action that may adversely affect EFH, the FOSC must notify NOAA Fisheries and provide an EFH Assessment. Once NOAA Fisheries receives the Assessment, it provides recommendations to the FOSC within 30 days regarding the actions taken or to be taken. The FOSC is then required to provide a detailed response in writing to NOAA Fisheries within 30 days of receiving the recommendation.

Alternatively, if the FOSC determines that there are “no adverse affects,” the FOSC is not required to notify NOAA Fisheries of its findings and actions related to the spill response. However, NOAA Fisheries on their own may decide that an action may adversely affect EFH and send their recommendations to the FOSC. In this case, the FOSC must respond to NOAA Fisheries in writing within 30 days.

The FOSC’s response to NOAA Fisheries shall include a description of measures proposed to avoid, mitigate, or offset the impact of the activity on EFH. In cases where the FOSC is not in agreement with the recommendations by NOAA Fisheries, the FOSC should at a minimum explain the reasons for not following the recommendations.

The FOSC should contact NOAA Fisheries early in emergency response planning, but may consult after-the-fact if consultation on an expedited basis is not practicable before taking action (50 CFR 600.920(a)(1)). To the extent practicable, the Scientific Support Coordinator (SSC) or FOSC should notify NOAA Fisheries of the activities being taken and whether or not time allows for upfront consultation. Additionally, the FOSC and NOAA Fisheries may agree to combine an EFH consultation into an already established consultation process, such as those for the ESA or the National Environmental Protection Act (NEPA), for the same incident, provided all the information required for EFH is documented.

In the development of an Incident Action Plan, refer to the ***Emergency Response Checklist for EFH during Oil Discharges and Releases of Hazardous Substances***. FOSCs are also encouraged to work with applicable Regional Response Teams and Area Committees before an oil discharge or a

hazardous substance release to update their ACPs with methods on how to minimize, mitigate, or avoid adverse effects to EFH.

What is required for an EFH Assessment?

For the consultation process, the EFH Assessment *must* include the following (50 CFR 600.920(e)(3)):

- (1) Description of the action (level of detail must correspond to magnitude and complexity of potential effects);
- (2) Analysis of the potential adverse effects of the action on EFH and the managed species;
- (3) Federal agency's conclusions regarding the effects of the action on EFH; and
- (4) Proposed mitigation, if applicable.

The EFH Assessment *should* include:

- (1) Description of the spill;
- (2) Conclusions of the USCG (through the Area Committee and/or FOOSC) regarding the effects of the action on EFH; and
- (3) EFH Assessments submitted to NOAA Fisheries shall employ one or both of the following formats as necessary:

Use of Existing Environmental Consultation Procedures for EFH Consultation

NOAA Fisheries encourages this procedure to streamline the EFH consultation process. As long as an existing process clearly identifies in a separate section of the document the information required to satisfy an EFH assessment, and the process will provide NOAA Fisheries with timely notification, the assessment may be incorporated into documents prepared for other purposes. Examples of such documents include Endangered Species Act Biological Assessments pursuant to 40 CFR 402 and the National Environmental Policy Act documents and public notices pursuant to 40 CFR 1500.

Abbreviated and Expanded Consultation

Abbreviated consultation procedures should be used when the adverse effects of an action can be alleviated through minor modifications to the action. However, in cases where Federal actions would result in substantial adverse effects to EFH, expanded consultation procedures must be used. Expanded consultation allows maximum opportunity for NOAA Fisheries and the federal agency to work together to review the action's impacts on EFH and to develop EFH conservation recommendations. If appropriate, NOAA Fisheries may conduct a site visit.

EFH References

EFH Policy Regulations

Procedures for identification of EFH and the consultation process can be found in 50 CFR 600 (published January 17th, 2002):

http://a257.g.akamaitech.net/7/257/2422/12feb20041500/edocket.access.gpo.gov/cfr_2004/octqtr/pdf/50cfr600.920.pdf

Essential Fish Habitat locations in your region may be found on the web at:

<http://www.nmfs.noaa.gov/habitat/habitatprotection/efh/>

EFH Consultation Guidance

Includes information on the procedures that have been developed to assist NOAA Fisheries and other Federal agencies in addressing the EFH coordination and consultation requirements established by the MSA and the EFH regulatory guidelines:

http://www.nmfs.noaa.gov/habitat/habitatprotection/efh/consult_index.htm

EFH Assessment Guidance

Intended to assist federal agencies in developing EFH Assessments. The guide contains EFH definitions, responses to frequently asked questions concerning preparation of EFH assessments, and gives three examples of completed EFH Assessments:

<http://www.nmfs.noaa.gov/habitat/habitatprotection/efh/consultation7.htm>

NOAA Fisheries EFH Regional Contacts:			
Southeast Region	David Dale	david.dale@noaa.gov	727-570-5736
Northeast Region	Chris Boelke	christopher.boelke@noaa.gov	978-281-9102
Southwest Region	Joe Dillon	joseph.j.dillon@noaa.gov	707-575-6093
Northwest Region	Dale Brege Russ Strach	dale.brege@noaa.gov russ.strach@noaa.gov	208-983-3859 x 222 503-231-6266
Alaska Region	Matt Eagleton	matthew.eagleton@noaa.gov	907-271-6354
Pacific Islands Region	John Naughton	john.naughton@noaa.gov	808-973-2937

Emergency Response Checklist for EFH

<p>FOSC notifies Department of the Interior/NOAA representative to the RRT of any actual or potential adverse effects to EFH.</p>
<p>FOSC notifies NOAA Fisheries regional staff of actual or potential adverse effects to EFH. Notification should occur in writing.</p> <p><i>Note:</i> The National Response Center’s (NRC) flash fax notification of a spill to NOAA does not meet this requirement.</p> <p>If consultation during the emergency response phase is not practicable, the FOSC may consult with NOAA Fisheries after-the-fact, as per 50 CFR 600.920(1)(a).</p>
<p>FOSC may appoint a Technical Specialist within the Planning Section to serve as the Essential Fish Habitat expert to help ensure that the necessary information for the EFH Assessment for NOAA Fisheries, with the proper terminology is gathered and includes:</p> <ul style="list-style-type: none"> ___ Description of discharge or release ___ Description of area which may be affected

<ul style="list-style-type: none"> ___ Description of spill response actions ___ Analysis of the potential adverse effect(s) of the response actions on EFH and the managed species ___ USCG recommendations/conclusions regarding the effects of the action on EFH ___ Proposed mitigation, if applicable
<p>Supplemental information, if appropriate, for EFH Assessment:</p> <ul style="list-style-type: none"> ___ Results of on-site inspection evaluating habitat and site-specific effects ___ Views of recognized experts on the habitat or species affected ___ Review of pertinent literature and related information ___ Analysis of alternatives to the response actions taken ___ Other relevant information
<p>FOSC notifies NOAA Fisheries of changes in response operations due to weather, extended operations, or some other circumstance.</p>
<p>FOSC obtains information on seasonal variances or other natural occurrences affecting EFH from NOAA Fisheries.</p>
<p>FOSC provides a detailed response in writing within 30 days of receiving EFH Conservation Recommendations from NOAA Fisheries, unless otherwise agreed to.</p>
<p>SSC provides NOAA Fisheries a response regarding EFH Conservation Recommendations after the FOSC determines that removal operations are completed IAW with 40 CFR 300.320(b). If operations are not complete then send an interim response:</p> <ul style="list-style-type: none"> ___ Description of spill response. ___ Evaluation of emergency response actions & their impacts on EFH to include documentation of how NOAA Fisheries recommendations were implemented and results of implementation in minimizing adverse effects to EFH. ___ A comparison of the emergency response actions with the pre-planned countermeasures from the ACP.

Endangered Species Protection

The Interagency Memorandum of Agreement Regarding Oil Spill Planning and Response Activities under the National Contingency Plan and the Endangered Species Act (MOA), which was signed by the USCG, among others, aligns the consultation requirements with the pollution response responsibilities outlined in the NCP (40 CFR 300). This document is intended to assist Federal On-Scene Coordinators (FOSCs) in areas where the pre-spill planning called for in the MOA has not yet been completed. It should not be used to replace existing Area Contingency Plan (ACP) provisions developed pursuant to the MOA or existing regional guidance on implementation of the MOA. It should also not be used as a substitute for completing the pre-spill planning called for in the MOA.

Endangered Species Act of 1973

The Endangered Species Act of 1973 (ESA) (16 USC 1531 et seq) was enacted to conserve and recover threatened and endangered species and the ecosystems upon which they depend. The Act is administered by the U.S. Fish and Wildlife Service (USFWS) in the Department of the Interior and NOAA's National Marine Fisheries Service (NOAA Fisheries) in the Department of Commerce. Under Section 7 of the ESA, federal agencies must consult with USFWS and NOAA Fisheries on actions they carry out, permit, or fund which may affect listed species or designated critical habitat. ESA Section 7 requires that agencies ensure their actions are not likely to jeopardize listed species or destroy or adversely modify their designated critical habitat. During emergencies, such as disasters, casualties, national defense or security emergencies, and response to oil spills, the ESA allows for emergency consultation during the incident, with formal consultation occurring after the incident, if necessary. The emergency consultation procedures are described in the MOA.

How the MOA Applies to USCG FOSC

The MOA, signed by the USCG, Environmental Protection Agency (EPA), NOAA, DOI, FWS, and NOAA Fisheries in July 2001, aligns the ESA consultation requirements with the pollution response responsibilities outlined in the NCP (40 CFR 300). The MOA is intended to be used at the Area Committee level primarily to identify and incorporate plans and procedures to protect listed species and designated critical habitat during pre-spill planning and response activities.

In addition, a guidebook addressing the MOA was developed by its signatory agencies to further facilitate cooperation and understanding between the agencies involved in oil spill planning and response. This cooperation is highly successful when it is established before an incident occurs and needs to continue throughout an incident and the post-incident follow-up and review. By working proactively to identify the potential effects of spill response activities on species and their habitat, and then developing response plans and countermeasures, impacts to listed species and/or critical habitat can be reduced or avoided completely during an incident.

Using the MOA guidebook, the attached appendixes were developed to assist FOSCs during Emergency Response and Post Response activities. In the appendixes, there are additional recommendations that were developed as a result of the April 2003 Bouchard B. No. 120 spill that occurred in Buzzard's Bay, Massachusetts. Pre-spill planning guidance can be found in Chapter 6 of the MOA Guidebook.

ESA References:

Regulations regarding ESA consultation are found in 50 CFR 402, located at:
http://www.access.gpo.gov/nara/cfr/waisidx_04/50cfr402_04.html

The Interagency Memorandum of Agreement Regarding Spill Planning and Response Activities under the Federal Water Pollution Control Act's National Oil and Hazardous Substances Pollution Contingency Plan and the Endangered Species Act available at:

<https://www.nrt.org/sites/2/files/ESAMOA.pdf>

The guidebook for the MOU is available at: <https://www.nrt.org/sites/2/files/ESAImplementation.pdf>

Oil Spill Emergency Response Phase – ESA

<p>FOSC notifies appropriate representatives of NOAA Fisheries, USFWS, State Natural Resource Trustees, Tribes and/or other agencies and stakeholders once an oil spill has occurred where the potential for impacting environmentally sensitive areas, endangered species and/or critical habitats from spill response activities exists.</p> <p>Use pre-identified points of contact or “Notification List” from ACP to contact the Service regional or field office directly and to notify the RRT representatives of DOI and DOC. NOTE: The NOAA SSC can (and routinely does) facilitate initiation of any required informal emergency consultations on behalf of the FOSC.</p>
<p>FOSC gathers information about sensitive areas, endangered species, or critical habitat that may potentially be impacted by a Federal action:</p> <p>As soon as possible after the spill has occurred, determine data needs and who will be providing or collecting the data.</p> <p>Use or develop data collection forms to facilitate consistent and precise data compilation.</p>
<p>If listed species or critical habitats are impacted or could be present in the area affected by response activities, initiate emergency consultation by contacting the USFWS and/or NOAA Fisheries through agreed-upon procedures.</p>
<p>FOSC may appoint a Technical Specialist within the Planning Section to serve as the Endangered Species expert to help ensure that the necessary information, using terminology understood by USFWS and/or NOAA Fisheries, is gathered.</p> <p>If appropriate and deemed necessary by the FOSC, the NOAA SSC and/or the USFWS rep may coordinate endangered species expertise for the FOSC.</p> <p>If there is no USFWS or NOAA Fisheries representative in the ICS, but they are aware of the situation, the FOSC must ensure that the NOAA SSC and DOI are apprised of the situation.</p> <p>Information gathered will be used in the ESA consultation.</p> <p><i>Note:</i> As necessary, the FOSC can make funding available to USFWS and/or NOAA Fisheries for costs incurred in providing any agreed upon assistance such as preparing the Biological Assessment or Biological Evaluation. However, the USFWS and/or NOAA Fisheries are not reimbursed for completing a Biological Opinion. Pollution Removal Funding Authorization guidance can be found here:</p> <p>http://www.uscg.mil/ccs/npfc/Response/Cost%20Documentation/prfa.asp</p>
<p>Implement ACP for initial response actions.</p>
<p>Develop Incident Action Plan with strategies based on the specifics of the spill</p>

<p>situation. This plan will serve as formal documentation of actions directed to minimize the impacts of response actions.</p>
<p>Emergency consultation continues until the FOSC determines that the spill response is complete.</p> <p><i>Recommendation:</i> Develop/seek alignment on clean-up methodologies and cessation of operations with consensus from resource managers, specialists and responders, and revisit as clean up progresses toward a conclusion.</p>
<p>USFWS and/or NOAA Fisheries provide the FOSC with timely recommendations to avoid and/or minimize impacts to listed species and critical habitat. If an incidental take is anticipated, USFWS and/or NOAA Fisheries would advise FOSC of ways to minimize this, or, if this is not possible, document the actual take of listed species.</p> <p>A “take” is defined in the ESA as: “to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect, or to attempt to engage in any such conduct.” The USFWS has defined “harm” as “an act which actually kills or injures wildlife” (50 C.F.R. § 17.3). The regulation further explains that “[s]uch [an] act may include significant habitat modification where it actually kills or injures wildlife by significantly impairing essential behavioral patterns, including breeding, feeding, or sheltering.”</p>
<p>The FOSC requests USFWS and/or NOAA Fisheries representatives on-scene (or someone else mutually agreed upon) to gather and document the information necessary for post-emergency Formal Consultation, including:</p> <p>Description of the emergency (the oil spill response)</p> <p>Evaluation of the emergency response actions and their impacts on listed species and their habitats, including documentation of how USFWS and/or NOAA Fisheries recommendations were implemented, and the results of implementation in minimizing take.</p> <p>Comparison of the emergency response actions with the pre-planned countermeasures and information in the ACP.</p> <p>The FOSC should ensure that the above checklist is completed before the case is closed.</p> <p><i>Recommendation:</i> To obtain timely information on oil spill response impacts, provide a short form for the SCAT team to be completed daily for sites with listed species. The daily site form should contain the following fields (at a minimum):</p> <p>Staff (numbers)</p> <p>Actions taken</p> <p>Equipment used</p> <p>Time working</p>

<p>Checkboxes for weather (sunny, cloudy, etc)</p> <p>Wrack (wet seaweed at high tide line) removed? (Y/N)</p> <p>All forms should emphasize the need for more detail when there are extraordinary circumstances, such as nest abandonment, thought to be related to the response.</p>
<p>Notify/alert Service representatives, NOAA SSC and/or DOI representative of any changes in response operations due to weather, extended operations or some other circumstance.</p>
<p>Obtain information from Services of seasonal variances (e.g. bird migration), or other natural occurrences affecting the resource.</p>
<p>FOSC or a representative designated by the FOSC should maintain a record of all written and oral communications during the response (See Appendix B of the ESA MOA for a means for tracking this information), to include recommended response procedures and incidental take.</p>

Post Response Phase – ESA

<p>FOSC determines when removal operations are complete and closes the case ensuring that:</p> <p>Lessons learned are recorded;</p> <p>Documentation is filed; and,</p> <p>Area Committee is advised of any necessary changes to the ACP (See pg. 51, ESA MOA Guidebook).</p> <p><i>Note:</i> The Emergency Consultation Checklist from the MOA Guidebook should be compiled BEFORE the FOSC determines that the response operations are completed and the case is closed. Oil Spill Liability Trust Fund (OSLTF) funding is not available AFTER the case is closed.</p>
<p>FOSC, USFWS and NOAA Fisheries jointly evaluate the impacts of response activities on listed species and critical habitat.</p> <p><i>Note:</i> This is to be based on information gathered during the response, not on any new studies.</p>
<p>If joint evaluation concludes that listed species and/or critical habitat were not adversely</p>

<p>affected by response activities, the consultation process is complete.</p> <p>The FOSC must send a letter to USFWS and/or NOAA Fisheries including:</p> <p>Report of this agreement; and,</p> <p>Request a letter of concurrence from USFWS and/or NOAA Fisheries.</p>
<p>If joint evaluation results in a disagreement between USFWS, NOAA Fisheries, and the FOSC, USFWS and/or NOAA Fisheries will send the FOSC a letter stating why they believe there were adverse effects on listed species or critical habitat. The FOSC may act on the USFWS/NOAA Fisheries reply or simply document the response.</p>
<p>If impacts have occurred, the FOSC sends a letter to USFWS and/or NOAA Fisheries to initiate <i>Formal Consultation</i>. Enclose the information gathered during the response with any modifications that may have been made during the post-response joint evaluation.</p> <p>This can be done by finalizing the Emergency Consultation Checklist from Appendix B of the MOA and submitting it with a cover letter and a request for formal consultation from Appendix E as an initiation package to the Service(s).</p> <p>Also see Activity 11: Documenting the Risk Assessment, pg. 65 of the Guidebook.</p> <p><i>Note:</i> If a Service representative assists in preparing the initiation package, the same representative will NOT be responsible for reviewing it or preparing the biological opinion.</p>
<p>The USFWS and/or NOAA Fisheries have 30 days from receipt of the initiation package to determine if the package is complete. When complete, they normally issue a Biological Opinion within 135 days.</p>

1680 Protection of Historic Properties (National Historic Preservation Act)

Protection of Historic Properties

The Programmatic Agreement on Protection of Historic Properties during Emergency Response under the National Oil and Hazardous Substances Pollution Contingency Plan (PA), which was signed by the Coast Guard, among others, requires consideration of historic properties in planning for and conduct of emergency response under the National Oil and Hazardous Substances Pollution Contingency Plan (NCP). This document is intended to assist Federal On-Scene Coordinators (FOSCs) in areas where the pre-spill planning called for in the PA has not yet been completed. However, it should not be used to replace existing regional PAs developed pursuant to the national PA or existing Area Contingency Plan (ACP) provisions developed pursuant to a regional or the national PA. It should also not be used as a substitute for completing the pre-spill planning called for in the PA.

National Historic Preservation Act

On October 15th, 1966, Congress passed 16 USC 470, the National Historic Preservation Act (NHPA), to preserve the historical and cultural foundations of our Nation. Under Section 106 of NHPA, Federal agencies are required to consider the effects of their actions on historic properties and take steps to reduce or eliminate adverse effects. <http://www.achp.gov/nhpp.html>.

How NHPA Applies to USCG FOSC

The PA, which was signed by the Assistant Commandant for Marine Safety, Security and Environmental Protection on May 13, 1997, provides an alternative to the process in Section 106 of the NHPA to ensure appropriate consideration of historic properties within the context of the NHPA during emergency response to a discharge or a release under the NCP (40 CFR 300). The alternative to following the process in the PA, including the pre-spill planning part of the process, is to follow the complete consultation process in Section 106 of the NHPA.

The PA states that the FOSC is responsible for ensuring that historic properties are appropriately considered in planning and during emergency response. During pre-spill planning activities, the PA calls for identifying: (1) historic properties listed in, or determined to be eligible for listing in, the National Register of Historic Properties (NR) that might be affected by a response to a release or spill; (2) unsurveyed areas where there is a high potential for the presence of historic properties; (3) geographic areas or types of areas where, should a release or spill occur, historic properties are unlikely to be affected; (4) parties that are to be notified in the event of a spill in a non-excluded area; (5) individuals who will be responsible for providing expertise on historic properties to the FOSCs during emergency response; and (6) developing emergency response strategies to help protect historic properties.

Effective consideration of historic properties during emergency response in the absence of this advance planning is extremely difficult and may not be possible, so to take advantage of the benefits of the PA, FOSCs are to make every effort to conduct this planning effort and incorporate it into the ACP in advance. During emergency response, FOSCs are responsible for initiating the agreed upon mechanism for addressing historic properties. This mechanism includes: (1) notifying and consulting with parties identified in pre-incident planning and those applicable entities that are listed in the ACP; (2) assessing the potential effects of emergency response strategies on historic properties; and (3) developing and implementing emergency response activities to help minimize or eliminate potential impacts to historic properties.

Obtaining Expertise on Historic Properties

One of the essential pre-spill planning elements is the identification of those who will be responsible for providing reliable and timely expertise on historic properties to the FOSC during emergency response. Some information regarding the locations of historic properties is shared on a need-to-know basis with appropriately qualified individuals, who know how to protect the confidentiality of site information. The PA provides that historic properties expertise and support may be obtained by the FOSC in any one of several ways:

Implementing an agreement with State or Federal agencies that have historic properties specialists on staff;

Executing a contract with experts identified in ACPs; or

Privately hiring historic properties specialists.

The PA specifies the professional qualifications and standards that a Historic Properties Specialist must meet. It should be noted that only the FOSC and not the Responsible Party, may contract with experts to serve as the FOSC's Historic Properties Specialist. An FOSC may utilize a Pollution Removal Funding Authorization (PRFA) for funding the activation of a Historic Properties Specialist only during emergency responses to oil pollution incidents. Oil Spill Liability Trust Fund resources are not available to conduct PA pre-spill planning, including the FOSC paying for contracted historic properties experts.

If FOSCs choose to obtain historic properties expertise through executing contracts with appropriate archaeologists, it is possible to go through a solicitation process that includes technical input and assistance from appropriate State Historic Preservation Officers (SHPOs) and Federal land management agency cultural resources specialists. Blanket Purchase Request Agreements may then be established with one or more companies or with one or more named individuals who may be activated during emergency response to serve as the FOSC's Historic Properties Specialist(s).

NHPA References

In the development of an Incident Action Plan (IAP) during a spill response, the FOSC would refer to the pre-spill planning agreements as developed pursuant to the PA and the enclosed appendixes of this document as modified to fit the FOSC’s area of responsibility. These appendixes were adapted from the state of Alaska’s Implementation Guidelines for the PA and serve as examples that can be adopted in other ACPs.

The PA may be found at: <http://www.achp.gov/NCP-PA.html>.

For an example of implementation guidelines for the national PA, refer to the Alaska RRT website: http://www.akrrt.org/AK_IPG.pdf.

The list of properties in the National Register of Historic Places (NR) may be found at: <http://www.cr.nps.gov/nhl/designations/listsofNHLs.htm>. For eligibility criteria, refer to: <http://www.cr.nps.gov/nr/listing.htm>. FOSCs are cautioned that they will need to contact the appropriate State Historic Preservation Officer(s) and follow the NHPA Section 106 process during pre-spill planning activities to determine all of the properties that need to be considered in the ACP. During a spill response, it will be too late to properly follow the NHPA Section 106 process and determine previously unidentified historic properties not included in the NR.

The following web page contains links to SHPOs, Tribal Preservation Officers, and Federal Preservation Officers: <http://www.cr.nps.gov/nr/listing.htm>. The SHPOs can further guide the FOSC on how to contact the appropriate tribal representative. Attempts at inappropriate tribal consultation regarding historic properties will not meet NHPA Section 106 requirements, and may threaten a cohesive working relationship with tribal representatives.

Information on Indian tribes may be found at:

- <http://www.nathpo.org/>,
- <http://www.hanksville.org/sand/contacts/tribal/>,
- <http://www.kstrom.net/isk/maps/US.html>, and
- <http://www.kstrom.net/isk/mainmenu.html>.

NHPA Emergency Response Phase Checklist

<p>FOSC receives notification of oil discharge or hazardous substance release and determines whether the exclusions of the PA apply (see Appendix 2). Operate under assumption that any oil discharge or hazardous substance release may impact or has impacted historic properties, unless the release impacts one of the excluded areas.</p> <p>Excluded areas may be specific geographic areas or types of areas where, should a release or spill occur, historic properties are unlikely to be affected. This includes the information listed in Appendix 2 and any additional exclusions agreed upon by the signatories to a regional PA.</p>
<p>If the incident affects only excluded areas, no further actions are necessary unless:</p> <p>Previously unidentified historic properties are discovered during the response; and/or</p> <p>The State Historic Preservation Officer or appropriate Federal, Indian, or Native Hawaiian organizations notifies the Federal OSC that a categorically excluded release or spill may have the potential to affect historic properties; and/or</p> <p>The FOSC is not sure whether a release or spill fits into one of the categories listed above;</p>

<p>and/or</p> <p>At any time, the specifics of a release or spill change so it no longer fits into one of the categories listed above; and/or</p> <p>The spill or release is greater than 100,000 gallons.</p>
<p>If the area where a release or spill occurs has not been excluded and is likely to affect a historic property, then</p> <p>Activate the agreed-upon mechanism for addressing historic properties to include:</p> <p>__Notifying and consulting with the parties identified in the ACP through the PA pre-spill planning process and providing them with incident information (Appendix 3);</p> <p>__Assessing the potential effects of emergency response strategies on historic properties in consultation with the parties identified in the ACP; and,</p> <p>__Developing and implementing the FOSC's response actions and policies in consultation with parties identified in the ACP (Appendix 4).</p>
<p>Whenever the FOSC determines that the requirements of the PA cannot be satisfied concurrently with the paramount requirement of protecting public health and the environment, the determination shall be documented in writing including the name and title of the person who made the determination; the date of determination; and a brief description of the competing values between public health and safety and carrying on the provisions of the PA (See Appendix 5). Submit form to State Historic Preservation Officer or appropriate Federal, Indian, or Hawaiian Native organizations and/or public.</p>

Spills Excluded From NHPA Section 106 Compliance

<p>Spills/releases onto (which stay on):</p> <p>Gravel pads</p> <p>Roads (gravel or paved, not including the undeveloped right-of-way)</p> <p>Parking areas (graded or paved)</p> <p>Dock staging areas less than 50 years old</p> <p>Gravel causeways</p> <p>Artificial gravel islands</p> <p>Drilling mats, pads, and/or berms</p> <p>Airport runways (improved gravel strips and/or paved runways)</p>

<p>Spills/releases into (that stay in):</p> <p>Lined pits; e.g., drilling mud pits and reserve pits</p> <p>Water bodies where the release/spill: 1) will not reach land or submerged land; and 2) will not include emergency response activities with land or submerged land-disturbing components</p> <p>Borrow pits</p> <p>Concrete containment areas</p>
<p>Spills/releases of:</p> <p>Vapor (e.g., chlorine gas)</p>

IMPORTANT NOTE TO FOSC:

If you are not sure whether a release or spill fits into one of the categories listed above; and/or, if at any time, the specifics of a release or spill change so it no longer fits into one of the categories listed above; and/or, if the spill or release is greater than 100,000 gallons; and/or, if the state historic preservation officer and/or another stateholder notifies you that a categorically excluded release or spill may have the potential to affect historic properties; Follow the emergency response phase checklist, Appendix 1, or Section vi of the PA.

NHPA Emergency Response Strategies

Mechanical recovery (e.g. use of skimmers, booms, sorbents)
In situ burning
Dispersant use
Protective or diversionary booming
Covering site with protective material
Construction of berms or trenches to divert product away from sites/areas
On-scene inspections by the Federal OSC Historic Properties Specialist or individual(s)

authorized by the Federal OSC Historic Properties Specialist
Participation in Shoreline Cleanup Assessment Teams by the Federal OSC Historic Properties Specialist or designee
Participation in Shoreline Cleanup Teams by the Federal OSC Historic Properties Specialist or designee
Provision of information on historic properties protection to response personnel
Provision of information to the Federal OSC on Historic Properties Protection for areas/locations proposed for emergency-response related support activities (e.g. helipads and staging areas)

Note: These response strategies are not listed in order of precedence. In addition, other response strategies for the protection of historic properties may be identified and recommended to the Federal OSC for use during an incident response.

NHPA Documentation of Actions

Name of incident:

Date/time of incident:

Location of incident:

Brief description of response action approved (including the date) by the Federal On-Scene Coordinator (OSC) where protecting public health and safety was in conflict with protecting historic properties:

Brief description of why protecting public health and safety could not be accomplished while also protecting historic properties:

Federal OSC Name and Title:

Federal OSC Signature:

Date of Signature:

Faxed to:

SHPO

(Name and fax number of potentially-affected resource managers/trustees)

1690 Response Technology

1691 Alternative Response Technology Evaluation System (ARTES)

During an oil or chemical spill, the On-Scene Coordinator (OSC), who directs the response, may be asked to consider using a non-conventional alternative countermeasure (a method, device, or product that hasn't typically been used for spill response). To assess whether a proposed countermeasure could be a useful response tool, it's necessary to quickly collect and evaluate the available information about it.

To aid in evaluating non-conventional alternative countermeasures in particular, the **Alternative Response Tool Evaluation System (ARTES)** was developed. ARTES can also be used to evaluate proposed conventional countermeasures. It is designed to evaluate potential response tools on their technical merits, rather than on economic factors. Under ARTES, an Alternative Response Tool Team (ARTT) rapidly evaluates a proposed response tool and provides feedback to the OSC in the form of a recommendation. The OSC then can make an informed decision on the use of the proposed tool. A set of forms has been developed for use in the ARTES process.

ARTES was designed by workgroups of Regional Response Teams (RRTs) (these are teams of Federal response specialists).

ARTES is designed for two uses:

Evaluation of product's appropriateness for use during a specific incident, under specific circumstances.

Pre-evaluation to identify conditions under which favorable outcomes are anticipated when a product is used.

An advantage of ARTES is that it provides a management system for addressing the numerous proposals submitted by vendors and others during a spill. Subjecting all proposals to the same degree of evaluation also ensures that vendors are considered on a "level playing field."

ARTES can be used before an incident as well as during a response. If an OSC would like to consider an alternative response tool during pre-spill planning, he or she can use ARTES to evaluate the tool. Over time, the hope is that having a record of proposals on file will enable an OSC to address alternatives for future needs.

There are two ways that the ARTES process can be initiated, generally speaking:

When no spill response is in progress, a vendor can approach the OSCs (Federal or State) or Regional Response Team (RRT) members to request that a product be evaluated. It then falls on the OSC or RRT representative to determine the value of performing an ARTES evaluation on the product. In effect, the OSC and RRT representative perform first-line screening. If either the OSC or RRT representative decides that it would be appropriate for a product to be evaluated, he or she then must submit a written request for an ARTES evaluation to the Spill Response Countermeasures Workgroup chairperson at the appropriate RRT.

During a spill, only the OSC, the Unified Command, the Planning Section Chief, or the Operations Section Chief can initiate an evaluation. They would do so in response to an identified need.

Either before or during a spill, once a proposed response tool passes this initial screening step, it must be thoroughly evaluated. The vendor needs to provide complete and comprehensive information on the product by filling out the Proposal Worksheet (PWS). The information in the PWS is then reviewed by a Response Tool Subcommittee (during the planning phase) or by the Alternative Response Tool Team (during spill response operations). If the PWS is sufficient, the teams evaluate the data, provide recommendations (either to accept or not accept) to the RRT and OSC, and the report is then archived.

1692 Specialized Monitoring of Applied Response Technology (SMART)

Special Monitoring of Applied Response Technologies is a cooperatively designed monitoring program for in-situ burning and dispersants. SMART relies on small, highly mobile teams that collect real-time data using portable, rugged, and easy-to-use instruments during dispersant and in-situ burning operations. Data are channeled to the Unified Command (representatives of the spiller and the State and Federal governments who are in charge of the spill response) to address critical questions:

Are particulates concentration trends at sensitive locations exceeding the level of concern?

Are dispersants effective in dispersing the oil?

Having monitoring data can assist the Unified Command with decision-making for dispersant and in-situ burning operations.

1700 National Incident Management System (NIMS)

1710 NIMS

Developed by the Secretary of Homeland Security at the request of the President, the National Incident Management System (NIMS) integrates effective practices in emergency preparedness and response into a comprehensive national framework for incident management. The NIMS will enable responders at all levels to work together more effectively to manage domestic incidents no matter what the cause, size or complexity

The benefits of the NIMS system will be significant:

- Standardized organizational structures, processes and procedures;
- Standards for planning, training and exercising, and personnel qualification standards;
- Equipment acquisition and certification standards;
- Interoperable communications processes, procedures and systems;
- Information management systems; and
- Supporting technologies – voice and data communications systems, information systems, and data display systems, and specialized technologies.

1720 National Response Framework

The National Response Framework is a guide that details how the Nation conducts all-hazards response– from the smallest incident to the largest catastrophe. This document establishes a comprehensive, national, all-hazards approach to domestic incident response. The Framework identifies the key response principles, as well as the roles and structures that organize national response. It describes how communities, States, the Federal Government and private-sector and nongovernmental partners apply these principles for a coordinated, effective national response. In addition, it describes special circumstances where the Federal Government exercises a larger role, including incidents where Federal interests are involved and catastrophic incidents where a State would require significant support. It lays the groundwork for first responders, decision-makers and supporting entities to provide a unified national response.

In addition to releasing the NRF base document, the Emergency Support Function Annexes and Support Annexes are available on-line at the NRF Resource Center (www.fema.gov/nrf). The annexes are a total of 23 individual documents designed to provide concept of operations, procedures and structures for achieving response directives for all partners in fulfilling their roles under the NRF.

The NRF retains the same core principles of the National Incident Management System (NIMS) in which first responders from different jurisdictions and disciplines can work together more closely to effectively respond to natural disasters and emergencies, including acts of terrorism.

Effective preparedness is a critical precondition for successful response. The NRF encourages a higher level of readiness by drawing a sharper focus on the value of the following preparedness activities: planning, organizing, training, equipping, exercising, and applying lessons learned. Mastery of these key functions supports unity of effort, and thus our ability to save lives, protect property, and meet basic human needs.

Through engaged partnerships with elected and appointed officials, dedicated emergency management practitioners, nongovernmental organizations, and the private sector, and by applying common NIMS principles and response doctrine, government at all levels can respond more effectively to incidents and better serve our communities and the nation.

The NRF is built on the following five principles:

- **Engaged Partnership.** Leaders at all levels must communicate and actively support engaged partnerships by developing shared goals and aligning capabilities so that no one is overwhelmed in times of crisis.
- **Tiered Response.** Incidents must be managed at the lowest possible jurisdictional level and supported by additional capabilities when needed.
- **Scalable, Flexible, and Adaptable Operational Capabilities.** As incidents change in size, scope, and complexity, the response must adapt to meet requirements.
- **Unity of Effort Through Unified Command.** Effective unified command is indispensable to response activities and requires a clear understanding of the roles and responsibilities of each participating organization.
- **Readiness to Act.** Effective response requires readiness to act balanced with an understanding of risk. From individuals, households, and communities to local, tribal, State, and Federal governments, national response depends on the instinct and ability to act.

1730 Spill of National Significance (SONS)

As per the National Response Framework dated January 2008, the declaration of an Incident of National Significance has been eliminated due to the realization that it is not always apparent at the beginning of an incident whether it can be mitigated quickly or whether it will expand rapidly.

And as stated in the National Response Framework, no authorities have been changed with respect to the Secretary of Homeland Security's to coordinate large-scale national responses, but that the elimination of this declaration will foster interagency coordination, flexibility, and scalability for incident responses.

The term and definition for a Spill of National Significance (SONS) remains unchanged. As per 40 CFR 300, a Spill of national significance (SONS) means a spill that due to its severity, size, location, actual or potential impact on the public health and welfare or the environment, or the necessary response effort, is so complex that it requires extraordinary coordination of federal, state, local, and responsible party resources to contain and clean up the discharge.

1740 Joint Field Office (JFO)

The JFO is a multiagency coordination center established locally. It provides a central location for coordination of federal, state, local, tribal, nongovernmental, and private-sector organizations with primary responsibility for threat response and incident support. The JFO enables the effective and efficient coordination of Federal incident-related prevention, preparedness, response, and recovery actions.

1800 Response Doctrine

1810 Coast Guard Environmental Incident Response Doctrine

R 191735Z NOV 07 ZUI ASN-A00323000020 ZYB
FM COMDT COGARD WASHINGTON DC//CG-533//
TO ALCOAST
BT
UNCLAS //N16450//
ALCOAST 541/07
COMDTNOTE 16450

SUBJ: COAST GUARD ENVIRONMENTAL INCIDENT RESPONSE DOCTRINE

1. A RECENT CHALLENGING CASE HAS FOCUSED ATTENTION ON COAST GUARD INCIDENT RESPONSE POLICIES AND AUTHORITIES. WHILE WE ARE CONFIDENT OUR POLICIES ARE FUNDAMENTALLY SOUND, WE ARE INITIATING AN INCIDENT SPECIFIC PREPAREDNESS REVIEW (ISPR) TO IDENTIFY ANY AREAS FOR IMPROVEMENT AND ENSURE FULL TRANSPARENCY. PENDING THE RESULTS OF THIS REVIEW, FEDERAL ON SCENE COORDINATORS/INCIDENT COMMANDERS (FOSCS/ICS) SHALL REVIEW THEIR LOCAL PREPAREDNESS AND RESPONSE POLICIES, WITH PARTICULAR ATTENTION TO THE FOLLOWING AREAS:

A. SAFETY: DAMAGED VESSELS, HAZARDOUS MATERIALS, AND OTHER FACTORS WILL POSE UNIQUE SAFETY RISKS THAT MUST BE ACCURATELY AND RAPIDLY COMMUNICATED TO THE PUBLIC, AND ALSO TO ALL RESPONDERS INCLUDING VOLUNTEERS. OPERATIONAL COMMANDERS SHALL INCORPORATE APPROPRIATE SAFETY INFORMATION INTO PUBLIC OUTREACH EFFORTS TO HELP MINIMIZE POTENTIAL EXPOSURE BY UNTRAINED PERSONNEL TO RISKS IN AFFECTED AREAS.

B. PREPAREDNESS: EFFECTIVE RESPONSE OPERATIONS REQUIRE A SOUND PREPAREDNESS SYSTEM. THIS IS FOUNDED ON COMPREHENSIVE PLANS, SUPPORTED BY EXERCISES, TRAINING, AND, MOST IMPORTANTLY, STRONG PARTNERSHIPS AMONG THE AGENCIES, INDUSTRIES, AND ORGANIZATIONS THAT MAKE UP THE LOCAL, REGIONAL AND NATIONAL RESPONSE COMMUNITIES. FOSCS/ICS SHOULD MAKE EVERY EFFORT TO INCLUDE LOCAL GOVERNMENTS AND NON GOVERNMENT ORGANIZATIONS (NGOS) IN AREA COMMITTEE MEETINGS AND INCORPORATE THEIR CONCERNS INTO AREA CONTINGENCY PLANS (ACP). MEDIA REPRESENTATIVES SHOULD BE INVITED TO EXERCISES AND PLANNING ACTIVITIES TO DEVELOP FAMILIARITY WITH THE COMPLEXITIES OF RESPONSE OPERATIONS AND THE INCIDENT COMMAND SYSTEM.

C. INITIAL RESPONSE AND INVESTIGATION ACTIONS: FOSCS/ICS SHOULD PLAN AND EXECUTE THEIR INITIAL RESPONSE ACTIONS BASED ON THE MAXIMUM POTENTIAL SPILL VOLUME. IN THE CASE OF VESSELS, CONSIDER THE ENTIRE CARGO/FUEL CAPACITY OF THE DAMAGED TANK(S), OR IN CASES WHERE THE ENTIRE SHIP IS AT RISK, AS IN A GROUNDING, THE TOTAL CAPACITY ON BOARD. FOSCS/ICS SHOULD BE PARTICULARLY AWARE OF THE DIFFICULTY OF DETECTING OIL IN CONDITIONS OF FOG, DARKNESS, OR RESTRICTED VISIBILITY, AND SHOULD INCORPORATE LOW VISIBILITY RESPONSE CONSIDERATIONS INTO THEIR ACP. FROM THE INCEPTION OF A RESPONSE, AND THROUGHOUT ITS COURSE, THE UNIFIED COMMAND MUST CAREFULLY DOCUMENT ANY NECESSARY ASSUMPTIONS AND ENSURE PROPER RESOURCES HAVE BEEN ASSIGNED AS A CLEARER PICTURE OF THE INCIDENT EMERGES. IT IS BETTER TO OVER ESTIMATE YOUR NEEDS AND MOBILIZE RESPONSE RESOURCES EARLY. FOSCS/ICS ARE STRONGLY ENCOURAGED TO REQUEST THE NATIONAL STRIKE FORCE, PUBLIC INFORMATION ASSIST TEAMS, AND ANY OTHER SPECIAL TEAMS AS EARLY AS POSSIBLE IN ANY CASES WHERE THEY MIGHT BE NEEDED.

D. NOTIFICATIONS AND COMMUNICATIONS: THE FOSC/IC SHALL PROMPTLY NOTIFY ALL RESPONSE PARTNERS AND STAKEHOLDERS AS REQUIRED BY THE AREA CONTINGENCY PLAN. ESTABLISH AN AGGRESSIVE COMMUNICATIONS CAMPAIGN TO ENSURE THAT PARTNER AGENCIES, ELECTED OFFICIALS AND THE PUBLIC ARE PROMPTLY AND REGULARLY INFORMED OF SITUATION STATUS AND ALL SIGNIFICANT DEVELOPMENTS. IT IS ESSENTIAL TO STAND UP A JOINT

INFORMATION CENTER (JIC) AND DESIGNATE LIAISON OFFICERS WITHIN THE UNIFIED COMMAND AS EARLY AS POSSIBLE.

E. VOLUNTEERS: VOLUNTEERS MAKE UP A SPECIAL GROUP OF STAKEHOLDERS WHO SHARE OUR COMMITMENT TO PROTECTING THE ENVIRONMENT. CONSISTENT WITH THE NATIONAL CONTINGENCY PLAN, AREA COMMITTEES MUST PLAN FOR THE USE OF VOLUNTEERS IN RESPONSE OPERATIONS AND ENSURE THEY COMPLY WITH WORKER SAFETY AND HEALTH REQUIREMENTS. FOSCS/ICS AND AREA COMMITTEES SHOULD ENCOURAGE POTENTIAL VOLUNTEERS TO PARTICIPATE IN TRAINING AND EXERCISES IN ADVANCE OF AN INCIDENT. AREA COMMITTEES ARE ALSO STRONGLY ENCOURAGED TO PRE-IDENTIFY A VOLUNTEER COORDINATOR IN THEIR AREA CONTINGENCY PLAN.

F. DOCUMENTATION AND INCIDENT MANAGEMENT: INCIDENT MANAGEMENT REQUIRES THOROUGH, TIMELY DOCUMENTATION AND LOGGING OF ALL NOTIFICATIONS, DECISIONS, AND EVENTS. THIS PROMOTES THE SHARING OF INFORMATION WITHIN THE UNIFIED COMMAND AND WITH EXTERNAL STAKEHOLDERS. THE TRANSPARENCY THAT COMES WITH DILIGENT DOCUMENTATION AND INCIDENT MANAGEMENT BUILDS PUBLIC CONFIDENCE IN UNIFIED COMMAND ACTIONS BOTH DURING AND AFTER AN INCIDENT.

G. DRUG AND ALCOHOL TESTING: DRUG AND ALCOHOL TESTING FOLLOWING A SERIOUS MARINE INCIDENT (SMI) IS REQUIRED BY 46 CFR PART 4. THESE REGULATIONS PLACE A BURDEN ON THE MARINE EMPLOYER TO DECIDE WHEN A SMI HAS OCCURRED, TO DETERMINE WHO MUST BE TESTED, AND TO CONDUCT THE TESTS. NEVERTHELESS, OPERATIONAL COMMANDERS SHOULD ENGAGE WITH THE MARINE EMPLOYER EARLY TO ENSURE THAT THE CORRECT CREW MEMBERS ARE TESTED WITHIN REGULATORY TIME CONSTRAINTS. WHENEVER OPERATIONALLY PRACTICAL TO DO SO, QUALIFIED INVESTIGATING OFFICERS SHOULD CONDUCT AND DOCUMENT TIMELY ALCOHOL TESTS. INVESTIGATING OFFICERS ALSO SHOULD CONTINUE TO COMMUNICATE WITH THE VESSEL CREW AND MARINE EMPLOYER UNTIL IT IS VERIFIED THAT ALL TESTING HAS BEEN PROPERLY COMPLETED.

H. ALL HAZARDS, ALL THREATS: MARINE ENVIRONMENTAL RESPONSES, LIKE MANY COAST GUARD OPERATIONS, ARE COMPLEX, CHALLENGING EVENTS REQUIRING VIGILANCE, DEDICATION, AND SOLID INCIDENT MANAGEMENT SKILLS. WE MUST REMAIN AGGRESSIVE IN ALL OUR RESPONSES, ATTENTIVE TO DETAILS, AND FOCUSED ON THE NEEDS OF THE PUBLIC WE SERVE. THESE QUALITIES ENABLE US TO PERFORM ALL OF OUR MISSIONS WITH EXCELLENCE, AND ENSURE THAT WE REMAIN SEMPER PARATUS FOR ALL HAZARDS AND ALL THREATS.

2. THE RESULTS FROM THE ISPR, AS APPROPRIATE, WILL BE INCORPORATED INTO FUTURE CHANGES TO COAST GUARD DOCTRINE AND POLICY.

3. INTERNET RELEASE AUTHORIZED.

4. RDML BRIAN SALERNO, ASSISTANT COMMANDANT FOR MARINE SAFETY, SECURITY AND STEWARDSHIP, SENDS.

BT

JULY 2016

1820 Coast Guard NRF Concept of Operations

R 222134Z JAN 08
FM COMDT COGARD WASHINGTON DC
TO COMPACAREA COGARD ALAMEDA CA
COMLANTAREA COGARD PORTSMOUTH VA
CCGDONE BOSTON MA
CCGDFIVE PORTSMOUTH VA
CCGDSEVEN MIAMI FL
CCGDEIGHT NEW ORLEANS LA
CCGDNINE CLEVELAND OH
CCGDELEVEN ALAMEDA CA
CCGDTHIRTEEN SEATTLE WA
CCGDFOURTEEN HONOLULU HI
CCGDSEVENTEEN JUNEAU AK
AIG 11923
INFO COMCOGARD MLC LANT NORFOLK VA
COMCOGARD MLC PAC ALAMEDA CA
BT
UNCLAS //N01540//
SUBJ: COAST GUARD NATIONAL RESPONSE FRAMEWORK (NRF) CONCEPT OF
OPERATIONS (CONOP)
A. NATIONAL RESPONSE FRAMEWORK 2007, RELEASED 22JAN08
B. COAST GUARD INCIDENT COMMAND SYSTEM IMPLEMENTATION PLAN, COMDTINST
M3120.15
C. 2007 USCG JOINT FIELD OFFICE SUPPORT TEAMS STAFFING PLAN, CG-3R MEMO
DTD 19APR07
D. DISTRICT RESPONSE GROUPS/DISTRICT RESPONSE ADVISORY TEAMS, COMDTINST
16465.41A
E. NATURAL DISASTER PREPAREDNESS GUIDANCE FOR 2007, MSG DTG 032049Z MAY
07
F. COMMANDANT CONTINGENCY STAFFING PLAN, HQINST 1601.3B, DTD 17MAR06
G. ALIGNMENT WITH THE NATIONAL INCIDENT MANAGEMENT SYSTEM AND NATIONAL
RESPONSE PLAN, COMDTINST 16000.27 DTD 30JUN05
1. THE CONCEPT OF OPERATIONS (CONOP) WAS DEVELOPED TO ALIGN THE COAST
GUARD RESPONSE MANAGEMENT SYSTEM (CGRMS) WITH THE RECENTLY RELEASED
NATIONAL RESPONSE FRAMEWORK (NRF). AS WAS DISCUSSED AT THE RECENT
SECTOR COMMANDER CONFERENCE, SECTORS NEED TO FOCUS ON THEIR
PREPAREDNESS TO RESPOND. THE CONOP:
A. ENSURES COAST GUARD ALIGNMENT WITH THE NATIONAL RESPONSE FRAMEWORK,
REF (A).
B. CLARIFIES CURRENT COAST GUARD POLICIES AND PROCEDURES IN REFS
(B) THRU (G) TO STRENGTHEN AND IMPROVE ALL INCIDENT/ALL HAZARD RESPONSE
EFFORTS.
C. ACKNOWLEDGES AND REINFORCES SECTOR COMMANDER AUTHORITY TO QUALIFY A
SECTOR TYPE 3 INCIDENT MANAGEMENT TEAM (IMT) TO IMPROVE RESPONSE
PREPAREDNESS. THE CONOP ALSO DESCRIBES DISTRICT COMMANDER AUTHORITY TO
DESIGNATE AND QUALIFY TYPE 2 INCIDENT SUPPORT AND COORDINATION
PERSONNEL, AREA COMMANDER AUTHORITY TO QUALIFY AN INCIDENT MANAGEMENT
ASSIST TEAM (IMAT), AND THE DEPLOYABLE OPERATIONS GROUP (DOG) COMMANDER
AUTHORITY TO QUALIFY TYPE 1 PERSONNEL AS NEEDED.
D. PROVIDES FURTHER EXPLANATION OF COAST GUARD RESPONSE SUPPORT TO DHS
AND FEMA.
E. IS A LIVING DOCUMENT AND, AS SUCH, WILL BE UPDATED AND IMPROVED AS
NECESSARY.
F. IS POSTED ON CG CENTRAL AND CAN BE ACCESSED AT
[HTTP://CGCENTRAL.USCG.MIL/MYCG/PORTAL/EP/HOME.DO](http://CGCENTRAL.USCG.MIL/MYCG/PORTAL/EP/HOME.DO) FOLLOWING THE PATHWAY
OUR CG > ORGANIZATIONAL INFORMATION > HQ DIRECTORATES > ASSISTANT

COMMANDANT FOR OPERATIONS (CG-3) > ASSISTANT COMMANDANT FOR RESPONSE (CG-3R) > OFFICE OF INCIDENT MANAGEMENT PREPAREDNESS (CG-3RPP) > U.S. COAST GUARD NATIONAL RESPONSE FRAMEWORK CONCEPT OF OPERATIONS (CONOP).

2. FUTURE PLANS.

A. CG-533 WILL WORK WITH THE AREAS TO REVISE REFS (B) THRU (G), AS APPROPRIATE, PRIOR TO THE START OF HURRICANE SEASON, JUNE 1, 2008. REVISION OF THESE DOCUMENTS MAY INCLUDE ADJUSTMENT OF JFO SUPPORT TEAM AND IMAT NUMBERS.

B. ICS POSITION SPECIFIC COURSES AND ICS FULL SPECTRUM PQS WILL BE COMPLETED OVER THE NEXT YEAR, FOR AN ANTICIPATED ROLL-OUT OF FALL 2008.

3. POINT OF CONTACT AT CG-533 (FORMERLY CG-3RPP): LT AARON MEADOWS-HILLS (202) 372-2259 OR AARON.R.MEADOWSHILLS(AT)USCG.MIL.

4. INTERNET RELEASE IS AUTHORIZED.

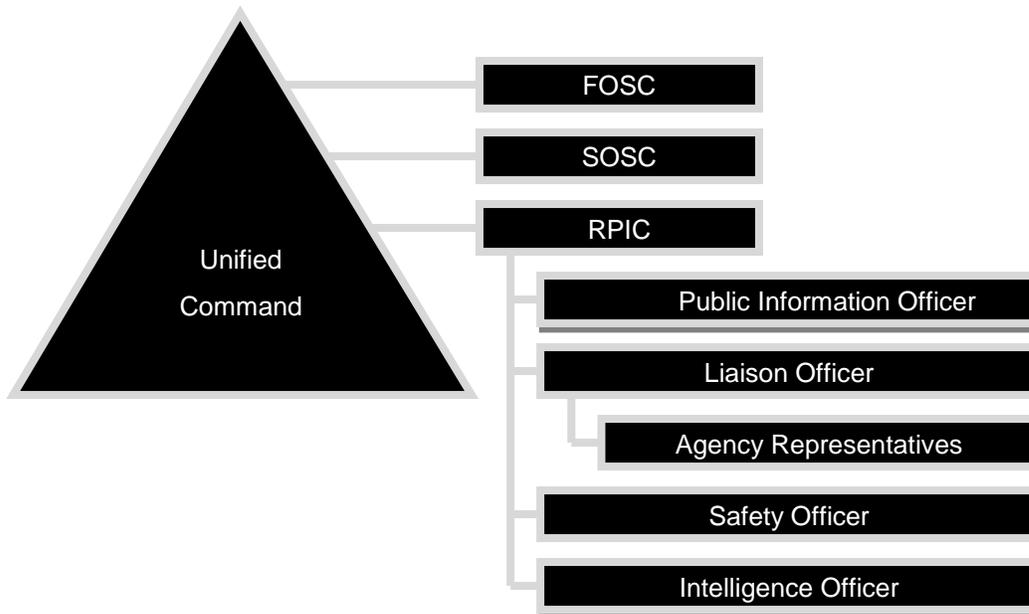
5. THE COAST GUARDS MANDATE IS TO BE ALWAYS READY FOR ALL RISKS AND ALL HAZARDS. IN A CHANGING WORLD, OUR CONTINUED SUCCESS DEPENDS HEAVILY UPON OUR ABILITY TO BE PREPARED FOR ACTION. CONTINUOUS IMPROVEMENT AND A COMMITMENT TO EXCELLENCE MUST REMAIN PART OF THE COAST GUARDS LEGACY. SEMPER PARATUS.

6. REAR ADMIRAL W. E. JUSTICE, DIRECTOR OF RESPONSE POLICY, U. S. COAST GUARD, SENDS.

BT

2000 COMMAND

2100 Unified Command Organization



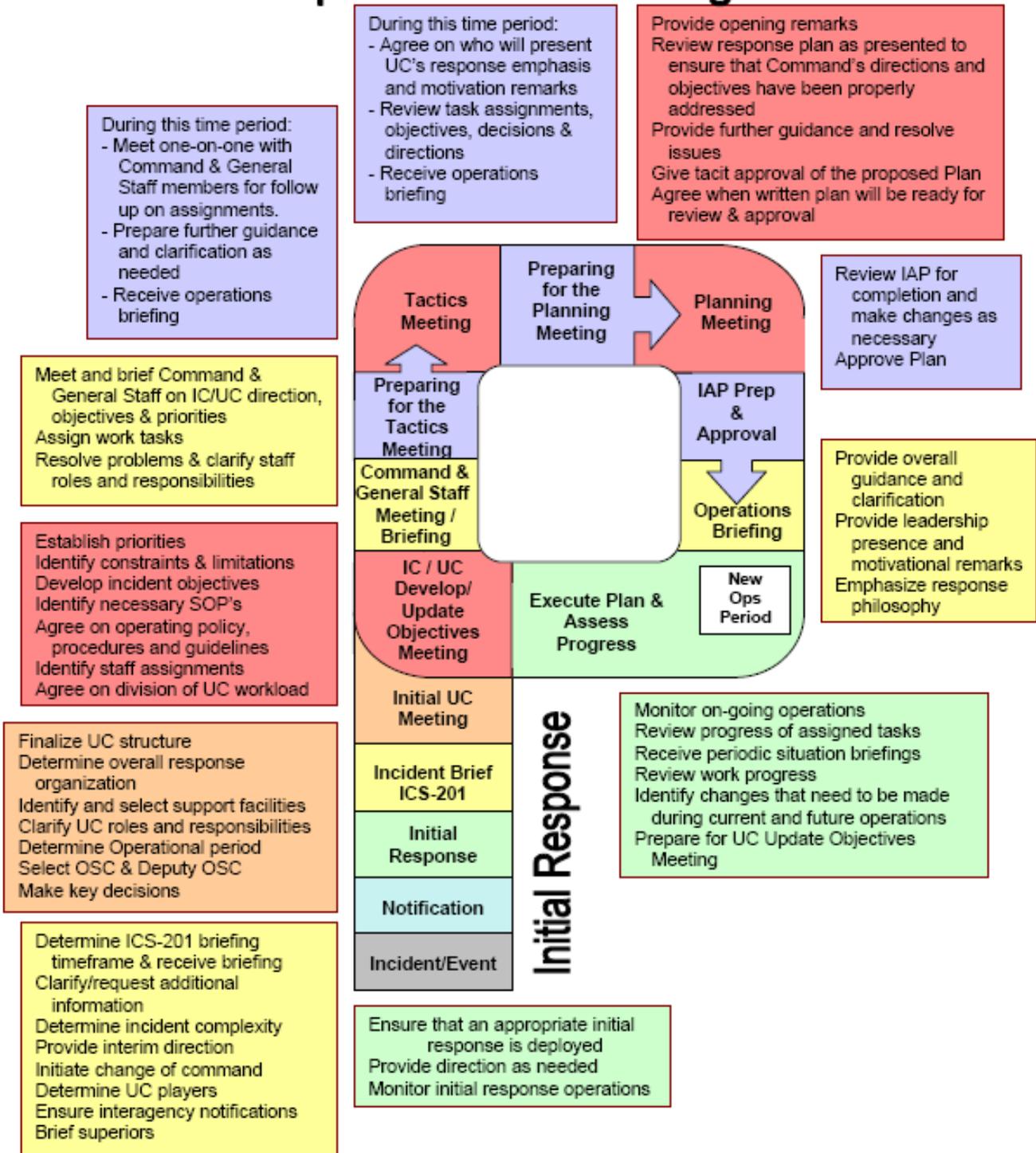
2000 Command Figure 1 – Unified Command Organization

The National Contingency Plan (NCP), 40 CFR 300, requires Federal On-Scene Coordinators (FOSCs) to direct response efforts and coordinate all other actions at the scene of a spill or release. The NCP further states that the basic format for the response management system is a structure that brings together federal and state agencies, and the RP, to achieve an effective and efficient response. This structure is commonly referred to as the UC. It should be noted that in this structure, the FOSC retains ultimate authority in a response operation for decisions relative to the response.

To standardize response management, the USCG has adopted the National Incident Management System (NIMS) Incident Command System (ICS). While Vessel Response Plans (VRPs) and Facility Response Plans (FRPs) are required to have a management system compatible with the ACP, there is no requirement for VRPs and FRPs to strictly follow.

The ICS organization is built around five major functions that can be applied to any incident, large or small. They are Command, Operations, Planning, Logistics and Finance. A major advantage of the ICS organization is the ability to expand and contract as required by the incident. For some incidents, only a few of the organization's functional elements may be required. For larger or more complicated responses, additional positions exist within the ICS framework to meet virtually any need.

The Operational Planning "P"



2000 Command Figure 2 – Planning Cycle

2110 Command Representatives

In ICS, Unified Command (UC) is a unified team effort that allows all agencies with responsibility for the incident, either geographical or functional, and the RP to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility, or accountability.

2111 Federal Representative

The Federal On-Scene Commander (FOSC) is the pre-designated federal official responsible for ensuring immediate and effective response to a discharge or threatened discharge of oil or a hazardous substance. The USCG designates FOSCs for the coastal zone, while the United States EPA designates FOSCs for the inland zone.

The first federal official affiliated with an NRT member agency to arrive at the scene of a discharge should coordinate activities under the NCP and is authorized to initiate, in consultation with the FOSC, any necessary actions normally carried out by the FOSC until the arrival of the pre-designated FOSC. This official may initiate federal fund- financed actions only as authorized by the FOSC.

Where appropriate, the FOSC shall establish a UC consisting of the FOSC, the State On-Scene Coordinator (SOSC), and the Responsible Party Incident Commander (RPIC).

The FOSC is responsible for assigning individuals from within the response community (federal, state, local, or private), as necessary, to fill the designated positions in the response organization. It should be noted, however, that one individual may fill several of the designated positions. These assignments will be predicated on the nature of the spill and the need for extensive manning.

The FOSC shall, to the extent practicable and as soon as possible after the incident occurs, collect pertinent facts about the discharge such as its source and cause; the identification of RPs; the nature, amount, and location of discharged materials; the trajectory of discharged materials; whether the discharge is a worst case discharge; the pathways to human and environmental exposure; the potential impact on human health, welfare, safety, and the environment; whether the discharge poses a substantial threat to the public health or welfare; the potential impact on natural resources and property which may be affected; priorities for protecting human health and welfare and the environment; and appropriate resource documentation.

The FOSC's efforts shall be coordinated with other appropriate federal, state, local, and private response agencies. An FOSC may designate capable individuals from federal, state, or local agencies to act as her/his on scene representatives. State and local governments, however, are not authorized to take actions under Subpart D of the NCP that involve expenditures of the OSLTF unless an appropriate contract or cooperative agreement has been established.

The FOSC should consult with the RRT, when necessary, in carrying out the requirements of the NCP and keep the RRT informed of activities under the NCP. The FOSC is responsible for addressing worker health and safety concerns at a response scene.

In those instances where a possible public health emergency exists, the FOSC should notify the Health and Human Services (HHS) representative to the RRT. Throughout response actions, the FOSC may call upon the HHS representative for assistance in determining public health threats and call upon OSHA and HHS for advice on worker health and safety problems. The FOSC shall ensure that the trustees for natural resources are promptly notified of discharges. The FOSC shall coordinate all response activities with the affected natural resource trustees and shall consult with the affected trustees on the appropriate removal action to be taken. Where the FOSC becomes aware that a discharge may affect any endangered or threatened species, or their habitat, the FOSC shall consult with the appropriate Natural Resource Trustee.

The FOSC shall submit pollution reports to the RRT and other appropriate agencies as significant developments occur during response actions through communication networks or procedures agreed to by the RRT and covered in the RCP.

FOSCs should ensure that all appropriate public and private interests are kept informed and that their concerns are considered throughout a response to the extent practicable.

2112 State Representative

The Texas Oil Spill Prevention and Response Act of 1991 has pre-designated the Texas General Land Office as the lead agency (SOSC) to direct the State's response for oil spills in coastal waters. For hazardous materials spills, the Texas Commission on Environmental Quality (TCEQ) serves as lead agency.

2113 Responsible Party (RP) Representative

The RP shall designate a Responsible Party Incident Commander (RPIC) to join the FOSC and SOSC in a UC. The organizations required to have Vessel Response Plans (VRP) and Facility Response Plans (FRP) must designate a Qualified Individual (QI) to initiate spill response activity and serve as the initial RPIC.

- Obtain a briefing from the prior IC (201 Briefing).
- Determine Incident Objectives and general direction for managing the incident.
- Establish priorities.
- Establish an ICP.
- Brief Command Staff and Section Chiefs.
- Establish an appropriate organization.
- Ensure planning meetings are scheduled as required.
- Approve and authorize the implementation of an IAP.
- Ensure that adequate safety measures are in place.
- Coordinate activity for all Command and General Staff.
- Coordinate with key people and officials.
- Approve requests for additional resources or for the release of resources.
- Keep agency administrator informed of incident status.
- Approve the use of trainees, volunteers, and auxiliary personnel.
- Authorize release of information to the news media.
- Ensure Incident Status Summary (ICS 209-CG) is completed and forwarded to appropriate higher authority.
- Order the demobilization of the incident when appropriate.
- Maintain Unit Log (ICS 214-CG).

2120 Guidance for Setting Response Objectives

The typical response objectives for an oil spill response are:

- Ensure the safety of citizens and response personnel
- Control the source of the spill
- Manage a coordinated response effort
- Maximize protection of environmentally sensitive areas including wildlife and historic properties

- Contain and recover spilled material
- Recover and rehabilitate injured wildlife
- Remove oil from impacted areas
- Minimize economic impacts
- Keep stakeholders informed of response activities
- Keep the public informed of response activities

2130 General Response Priorities

Response objectives, in general, are in the following order:

- Protecting the safety and health of responders and the public
- Reducing the impact to the environment
- Protecting property

2200 Safety/Safety Officer (SOFR)

All spill responses pose varying dangers to responders. An important consideration in any response activity is to protect the health and safety of the responders and the general public. To do this requires that the chemical and physical hazard associated with each operation be assessed and methods implemented to prevent or reduce harm to responders. Safety considerations are an input to every activity that is undertaken and are an outcome of each response activity. For example, an outcome of identifying a specific chemical may cause changes in safety requirements. Each response organization must have an effective health and safety program including medical surveillance and health monitoring, appropriate safety equipment, standardized safety procedures, and an active training program.

Exposure to the health and safety of the public sector must be identified and controlled through early countermeasures to prevent additional emergency situations from compounding the incident.

The SOFR function is to develop and recommend measures for assuring personnel safety and to assess and/or anticipate hazardous and unsafe situations. Only one primary SOFR will be assigned for each incident.

The SOFR may have assistants, as necessary, and the assistants may also represent assisting agencies or jurisdictions. Safety assistants may have specific responsibilities, such as air operations, hazardous materials, etc.

The major responsibilities of the SOFR are:

- Participate in tactics and planning meetings, and other meetings and briefings as required.
- Identify hazardous situations associated with the incident.
- Review the IAP for safety implications.
- Provide safety advice in the IAP for assigned responders.
- Exercise emergency authority to stop and prevent unsafe acts.
- Investigate accidents that have occurred within the incident area.
- Assign assistants, as needed.
- Review and approve the Medical Plan (ICS 206-CG).
- Develop the Site Safety Plan and publish Site Safety Plan Summary (ICS 208-CG) as required.
- Develop the Work Safety Analysis Worksheet (ICS-215a-CG) as required.

- Ensure that all required agency forms, reports and documents are completed prior to demobilization.
- Brief Command on safety issues and concerns.
- Have debriefing session with the IC prior to demobilization.
- Maintain Unit/Activity Log (ICS 214).

2210 Site Characterization

As per ICS Compatible Site Safety and Health Plan in the TGLO Toolkit.

<http://www.glo.texas.gov/what-we-do/caring-for-the-coast/oil-spills/toolkit/index.html>

2220 Site Safety Plan Development

As per ICS Compatible Site Safety and Health Plan in the TGLO Toolkit.

<http://www.glo.texas.gov/what-we-do/caring-for-the-coast/oil-spills/toolkit/index.html>

2300 Public Information Officer (PIO)

According to the National Incident Management System (NIMS), “Public Information” consists of the processes, procedures, and policies for communicating accurate, consistent and timely information to the public, including nearby community residents, government elected officials, news media, and other stakeholders affected by an emergency response incident.

“Public Information” should include confirmed facts about the incident’s cause, size, and current status, resources committed, and any public protective actions required to protect public safety and minimize damage to property, wildlife, or the environment.

The Incident Commander or Unified Command should designate a Public Information Officer (PIO) who is the best-qualified person available based on NIMS, PIO, and JIC training and experience to fill this Command Staff position. There is only one PIO for each incident, but the PIO can appoint as many Assistant PIOs or JIC Specialists as needed (subject to Span Of Control limitations). [See Section 2315 for the JIC Organization Charts.]

NIMS requires the PIO to establish a Joint Information System (JIS) with public information personnel from those local, state, federal, non-government and private sector organizations (including the Responsible Party) who are working together as Response Partners during the incident (including but not limited to Unified Command agencies and organizations). Under the PIO’s direction, public information personnel from the Response Partners establish a Joint Information System to exchange information and coordinate with each other by telephone, email, fax, and/or in-person.

If necessary, the PIO can establish, staff, and equip a physical and/or virtual Joint Information Center (JIC). A physical JIC should be located near the Incident or Unified Command Post. A virtual JIC should be located on a secure website accessible to authorized public information personnel who are trained how to write, review, and publish approved public information onto a public website accessible to the media and public.

The process and procedures for how to form and operate a Joint Information System (JIS) or Joint Information Center (JIC) are described in the National Response Team’s JIC Model, adopted by the Central Texas Coastal Area Committee (CTCAC) and its Public Information Workgroup, and incorporated herein by reference.

The current version of the NRT JIC Model can be downloaded from: <http://www.nrt.org>

Under “Guidance, Technical Assistance & Planning” on the left-hand menu, click on the link for “NRT JIC Model”. Both print-ready and automated (form-fillable) versions are available for downloading.

The current version of the NRT JIC Model can also be downloaded from: <http://www.ctcac.us>

Under “Plans” on the menu bar, click on the link under “Federal” for “NRT JIC Model”.

The process, procedures, and policies in this Section 2300 have been adopted by the Central Texas Coastal Area Committee (CTCAC) and its Public Information Workgroup for use during any oil spill, hazardous substance release, or marine fire occurring on navigable waters within the Area Of Responsibility of the Captain Of The Port for Houston-Galveston, including within Brazoria, Chambers, Galveston, and Harris counties of Texas.

2310 Joint Information Center (JIC)

2311 JIC Locations

The PIO should quickly select a JIC location to expedite its setup and the rapid dissemination of initial incident information. Ideally, the JIC should be located in the same building and as close as possible to the Incident or Unified Command Post (but not in the same room). [See Section 9250 for pre-identified Command Post locations.]

If Command or the Logistics Section has not yet selected a Command Post location, the initial site of a JIC could be located at the nearest available office of the United States Coast Guard (USCG) if serving as the Federal On-Scene Coordinator (FOSC).

For incidents occurring in waters under the jurisdiction of USCG Sector Houston- Galveston, the initial JIC can be established at:

USCG Sector Houston-Galveston

13411 Hillard Street
Houston, TX 77034
Phone: (281) 464-4810 (Public Affairs Detachment Houston)
or (832) 293-1293 (PADET Houston duty phone)

Pre-assigned JIC Phones: (281) 464-4946, 4946, and 4950

Pre-assigned Emails: PublicAffairsHouston@uscg.mil and jic@ctcac.us

For incidents occurring in waters under the jurisdiction of USCG Marine Safety Unit Texas City, the initial JIC can be established at:

USCG Marine Safety Unit (MSU) Texas City

3101 FM 2004
Texas City, TX 77591
Phone: (409) 978-2700 or (409) 978-2744 (PAO MSU Texas City)
Fax: (409) 978-2670

If the Command Post needs to move to a larger location providing more workspace, or if a Secondary JIC needs to be established in another location, the PIO should coordinate with the Logistics Section Chief to plan the JIC's needs for workspace, equipment and supplies, especially if staffs from both the PIO and LOFR are co-located in the JIC.

Harris County Regional JIC

Houston TranStar – 3rd Floor
6922 Katy Road
Houston, TX 77024
OEM Phone: 713-881-3100
JIC Phone: 713-881-3090 (when JIC is activated)
JIC Email: oemjic@oem.hctx.net

The Harris County Office of Homeland Security & Emergency Management in support of the Harris County Regional Joint Information Center and area public safety partners maintains a ready-state Joint Information Center room that is available in support of emergency management operations. The room

offers secure access, a suite of television monitors, phone lines, facsimile and printing capabilities, work space for approximately eight to ten personnel and other basic capabilities essential to sustaining a full-scale JIC operation. When not in use for an existing emergency response, the room may be requested by partners that are in need of an already provisioned JIC facility. The room may be requested at oemjic@oem.hctx.net or by calling the Public Information Officer at 713-881-3100. The Harris County Regional JIC is expected to be fully functional at the start of January 2015

2312 JIC Equipment and Supplies

The PIO should request that the Logistics Section acquire sufficient workspace, equipment and supplies to accommodate two (2) overlapping work shifts of JIC personnel for at least a NIMS Type 4 JIC. [See Section 2314 for JIC Staffing work shifts; see Section 2315 for the JIC Organization Chart for a NIMS Type 4 JIC.]

- 10 chairs and 5 tables (arranged U-shaped) to accommodate 2 persons per table
- Sufficient wall space to accommodate JIC Status Boards
- Four white boards or flip chart pads (with dry-erase markers) to use as JIC Status Boards
- Four 2-outlet AC electrical outlets with extension cords to reach the JIC tables
- Four six-outlet AC power strips with surge suppressor capability
- Four or more telephones (one per APIO position) with rollover telephone lines
- One or more wireless network printers and printer cables
- Access to a nearby photocopier and copier paper
- Access to a nearby fax machine and fax paper
- Office supplies (pens, pencils, clipboards, legal pads, tape, stapler, staples, 3-hole punch)

The above specifications should be doubled for a Type 3 JIC and quadrupled for a Type 2 or 1 JIC.

Each person working in the JIC should bring with them their own laptop computer equipped with word processing and web browser software, wireless (WiFi) Internet access, and their own cell phone, cell phone charger, laptop AC adapter/charger, and a USB jump drive.

The PIO should also request that the Logistics Section acquire a separate Media Briefing Room near the JIC. Preferably, the Media Briefing Room should be located near a building entrance/exit to facilitate easy access by the media and short cable runs from the Media Briefing Room to a designated Media Parking Area for TV satellite uplink trucks and other media vehicles.

The Media Briefing Room should be equipped classroom-style with:

- At least 10 tables and 20 chairs for media seating, facing the front of the room.
- At least 3 tables, 6 chairs, and 1 podium at the front of the room for the PIO, Unified Command members, and/or Subject Matter Experts
- A separate entrance/exit door near the front of the room for use by Unified Command
- Two tables and four tables near the rear of the room for media sign-in and handouts
- One flip chart (with colored markers) on an easel stand set up next to the podium
- Laptop computer, projector, and screen for PowerPoint presentations (if requested)

2313 JIC Coordination with Command Staff

The Public Information Officer (PIO) is responsible for developing, recommending and executing public information plans and strategies on behalf of Command, advising Command concerning rumors and issues that could impact the response, and informing Command of public/media reactions, attitudes,

and their needs for additional information. The PIO should propose strategies to Command for resolving any public information issues or concerns.

Since the PIO is a Command Staff position, the PIO should obtain an Incident Briefing (ICS 201) from the Incident Commander or Unified Command, and should attend all Command Staff meetings.

The PIO must coordinate with other Command Staff positions, including:

Safety Officer: provide the PIO with safety messages including any public protective actions (such as evacuation or shelter in place); establish Vessel Safety Zones for commercial fishermen, recreational boaters, and media-chartered vessels; request Temporary Flight Restrictions for media helicopters and other aircraft; identify a safe, upwind location for a Photo Opportunity Site for media photographers and videographers; determine any Personnel Protective Equipment (PPE) for media embedded with response personnel; escort the media and VIPs to the incident site in a safe manner; provide timely reports to the PIO of any deaths/injuries of responders or other victims.

Liaison Officer: coordinate with PIO to obtain and provide information to Agency Representatives from local, state, and federal Response Partners and their appropriate government Elected Officials; coordinate with PIO on government Elected Officials' concerns and requests for briefings, tours, or visits by government Elected Officials or other VIPs; coordinate with PIO on providing pool coverage of incident scene tours and/or media briefings by government Elected Officials and other VIPs.

Intelligence Officer (if designated): notify the PIO of any information that is Sensitive Security Information (SSI), would compromise intelligence gathering, operational security, or a criminal investigation, and that Command has not approved for dissemination to the media or public.

The PIO may invite an Assistant Safety Officer, Assistant Liaison Officer, and/or Assistant Intelligence Officer to co-locate their own workspace in the JIC in order to improve coordination and communications between these positions.

2314 JIC Staffing and Training

The PIO should request that the Federal, State, and Local On-Scene Coordinators (FOSC, SOSC, and LOSC) and the Responsible Party's Incident Commander (RPIC) or Qualified Individual (QI) each assign one or more qualified public information personnel to participate in the Joint Information System (JIS) and/or staff a NIMS Type 4, 3, 2 or 1 Joint Information Center (JIC) as needed for the incident.

For incidents lasting longer than eight hours, the PIO or Assistant PIO/JIC Manager may need to schedule multiple work shifts to establish a 24-hour schedule, such as:

A Shift: 6am to 3pm B Shift: 2pm to 11pm C Shift: 10pm to 7am

The one-hour overlap in each 9-hour shift provides time for the PIO or Assistant PIO/JIC Manager to brief the incoming shift, and for the outgoing shift to make a smooth transition to the incoming shift. The schedule also meets most major media deadlines. The C Shift may only be required if the incident draws national or international media coverage across multiple time zones.

Bilingual JIC personnel may be needed to respond to inquiries from non-English speaking community residents, local Spanish-speaking media outlets, or international media. The City of Houston Office of Emergency Management has access to translators in other languages. JIC staff can use Google Translate (<http://translate.google.com>) to translate news releases and community handouts into other languages, but should verify the accuracy of the Google translation before dissemination.

If additional JIC staffing is required, the PIO can request assistance from USCG District 8 Public Affairs, EPA Region 6 Public Affairs, the NSF/IMAT's Public Information Assistant Team (PIAT), and any other Response Partners participating in the response. [See Section 9200 for the Personnel and Services Directory]

Several cities and counties have Community Emergency Response Team (CERT) members who can be requested to volunteer in the JIC, performing tasks that only require simple on-the-job training, such as answering phones, making photocopies, or directing reporters to the Media Briefing Room.

The Central Texas Coastal Area Committee’s Public Information Workgroup is affiliated with the Houston/Galveston Regional PIO Network, composed of more than 750 Public Information Officers and JIC Support Staff from federal, state, local, non-governmental and private sector organizations in the Houston/Galveston Region. The Co-Chairs of the Public Information Workgroup can contact the Co-Chairs of the Houston/Galveston Regional PIO Network to request qualified public information personnel to help staff the JIC on a volunteer or paid basis.

Houston/Galveston Regional PIO Network Co-Chairs:

Francisco Sanchez
 phone: (713) 881-3100 or email: Francisco.Sanchez@oem.hctx.net

PA1 Andrew Kendrick
 phone: (281) 464-4810 or email: Andrew.D.Kendrick@uscg.mil

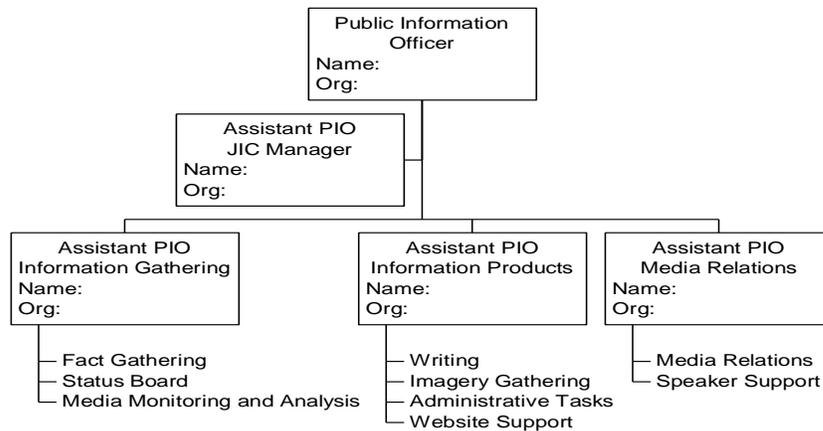
Under the Oil Pollution Act of 1990 (OPA 90) and the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), the Responsible Party is responsible for paying for all response costs, including the costs to staff, equip, and operate a Joint Information Center. The PIO or Unified Command can require the Responsible Party to deploy its own public information personnel and/or hire public information professionals with PIO/JIC experience to help staff the JIC.

The Central Texas Coastal Area Committee’s Public Information Workgroup, Training Workgroup, and/or the Houston/Galveston Regional PIO Network will sponsor PIO/JIC training at least once per year, so CTCAC member organizations and potential Responsible Parties can receive NIMS-compliant training to qualify their public information personnel to fill PIO, Assistant PIO, or JIC Specialist roles according to the qualifications listed in the NRT JIC Model.

2315 JIC Organization Charts

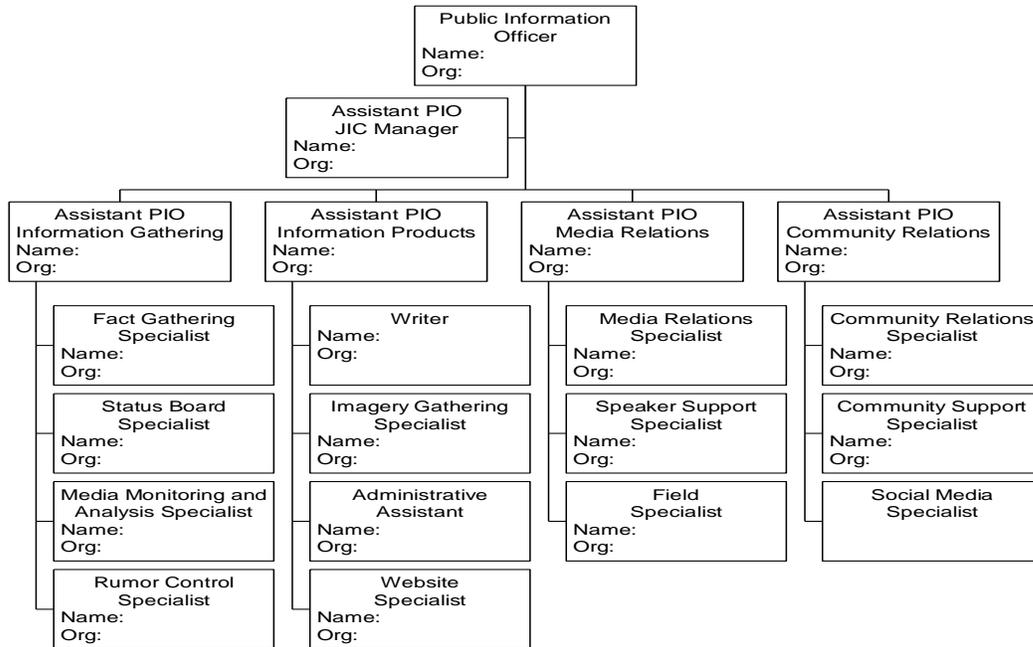
Using tools such as the NRT JIC Model’s JIC Staff Self-Assessment Survey, the PIO or Assistant PIO/JIC Manager should assign available public information personnel to the JIC role that they are best-qualified to fill, subject to the needs of the JIC. The NRT JIC Model recommends the following JIC Organization Chart for a NIMS Type 4 incident where five (5) or more JIC personnel are assigned to each work shift:

JIC for NIMS Type 4 incident



The NRT JIC Model recommends the following JIC Organization Chart if the incident expands to a NIMS Type 3, 2, or 1 incident where at least nineteen (19) or more JIC personnel are assigned to each work shift:

JIC for NIMS Type 3, 2, or 1 Incident



Specialist positions below the APIO level may be staffed by more than one person (e.g., the JIC may need multiple Writers) based on the needs of the incident and available staffing. Functions not specifically assigned would be performed by the appropriate APIO.

The PIO or APIO/JIC Manager may re-assign Specialists under another APIO (e.g., re-assign the Social Media Specialist under APIO Information Products) to improve workflow or coordination with other Specialists, and may combine functions (e.g., combine Media Monitoring and Rumor Control functions under one Specialist) based on the availability and experience of JIC personnel.

The NRT JIC Model contains written Position Descriptions, Qualifications and Responsibilities for each of the above positions, along with Job Aids, Information Exchange Matrices, Forms, Worksheets, Sample documents, and other Reference Materials.

2316 JIC Processes

The Assistant PIO/JIC Manager is responsible for developing and implementing a JIC Operating Schedule that sets start/end times for each JIC work shift, and sets deadlines for each JIC section or unit to complete its work on JIC documents and other products scheduled for distribution to the media, public, and/or other stakeholders.

The Assistant PIO (APIO) for Information Gathering is responsible for gathering accurate information about the incident and the latest facts about the response. Fact Gathering should obtain updates from Command, JIC Response Partners, and Section Chiefs. The Planning Section’s Situation Unit can provide copies of the latest ICS-209 (Situation Status Summary), resource deployment maps and spill trajectories. Confirmed information should be posted on Status Boards in the JIC for everyone in the JIC to view. Media Monitoring should monitor traditional radio/TV and print media as well as blogs and social media (such as Facebook, Twitter, and YouTube). Rumor Control should investigate any rumors reported by the media or public, then determine if the information is accurate or not.

The Assistant PIO (APIO) for Information Products is responsible for drafting, vetting, and disseminating approved information products such as incident updates, fact sheets, and news releases. (See Section

2320 for the Approval Process.) One or more Writers may be needed, depending on the volume of information. Imagery Gathering obtains agency logos and shoots digital photos and videos of the incident impact and response actions. Approved information products should be published on the JIC's website and emailed it to Response Partners, news media, community residents, and other stakeholders.

The Assistant PIO (APIO) for Media Relations and/or Community Relations are responsible for answering JIC phones and documenting inquiries from news media, community residents, government elected officials, and other stakeholders. Community Relations may also provide approved information to community and environmental groups, recreational boaters, tourists, cruise ship passengers, and other stakeholders who live, work, or visit the community.

Media and Community Relations personnel are authorized to read and email any approved products, and coordinate with Information Gathering to obtain answers for any unresolved questions. Media and Community Relations personnel also prepare Command and Subject Matter Experts for media interviews, news conferences, and community meetings and propose media story ideas and community outreach opportunities to educate the public about the response.

Additional guidance is contained in the NRT JIC Model about the roles and responsibilities of the PIO, Assistant PIOs and the various JIC Specialists that they may supervise.

The PIO may modify, expand or contract the JIC organization chart as needed to fit the size, scope and complexity of the incident. For example, the PIO may appoint an Assistant PIO (APIO) for Employee Relations to provide information to employees and their families of personnel of any facility, rig, or vessel involved in the incident. The LOFR may appoint an Assistant LOFR for Government Relations to work in the JIC and provide incident response information to city, county, state, and federal government Elected Officials who represent jurisdictions impacted by the incident.

Additional guidance is contained in the NRT JIC Model about the roles and responsibilities of the Assistant PIOs and the JIC Specialists they supervise.

2317 JIC Website

The Assistant PIO for Information Products should publish approved news releases, photos & videos to an incident-specific JIC website for 24/7 access by media and public.

The Central Texas Coastal Area Committee, the Houston Urban Area Security Initiative, and the U.S. Coast Guard have all adopted the Public Information Emergency Response (PIER) System as a secure, web-based application for Public Information, and have trained PIO/JIC personnel in the region how to use PIER during any incident.

Based on the incident's size, impact, and number of Response Partners, the PIO and/or Unified Command may encourage the Responsible Party to contact PIER Systems at 1- 800-395-8081 and purchase an incident-specific PIER site for use as a JIC website with the following capabilities:

- Secure sign-in to an internal web-based application to manage Public Information
- Import, store, and manage Contact Lists for community, media, government, and Response Partners
- Draft, vet, and approve news releases and other documents, photos, videos, and social media messages
- Publish documents to an external JIC website with sufficient bandwidth to handle a high volume of hits
- Send documents by email, fax, SMS text, social media, or text-to-voice conversion
- Monitoring of traditional (radio/TV and print) and social media outlets
- Archive, documentation, and report functions to track JIC processes by time or User

News releases, photos, videos, and a link to the JIC website can also be posted on the CTCAC website (<http://www.ctcac.us>) along with RSS feeds from (or Links to) the websites of all Response Partners.

The incident PIO, the Responsible Party, and other Response Partners can email their news releases, photos, videos, and links to CTCAC's Public Information Workgroup at: info@ctcac.us and request the documents and information products be published on the CTCAC website and sent to all CTCAC Members, news media, community, government, and other stakeholders who have joined the CTCAC mailing list.

2320 Approval Process

The Assistant PIO (APIO) for Information Products should print one (1) master copy of each written news release or information product to be approved. Each product should be reviewed first by the PIO for accuracy, grammar and spelling.

Once approved by the PIO, the PIO should route the product to Unified Command, but the PIO should establish a reasonable deadline (~30 minutes) for Command to review, revise or approve the product. The Federal, State, and Local On-Scene Coordinators and the Responsible Party's Incident Commander (or Qualified Individual) should each initial the one (1) master copy, so the JIC can maintain documentation of their approval with any requested revisions.

Review by others (such as JIC Response Partners mentioned in the product or the Responsible Party's Legal Counsel) is optional, but must be completed before Command's agreed-upon deadline. Otherwise, the PIO can disseminate the product with any revisions submitted by Command before the deadline.

Under NIMS, any agency or organization (including the Responsible Party) can issue its own news release or statement speaking only for itself, but as a professional courtesy, copies of their news release or statement should be distributed to all JIC staff and Response Partners prior to dissemination to the media and public.

To minimize the amount of time that Command might spend reviewing and approving dozens of other JIC documents, Command should delegate approval authority to the PIO as follows:

Information contained in any document already approved by Command (such as the Incident Action Plan or the Situation Status Summary) can be released by the JIC without further approval.

Information contained in any document already approved by Command can be shortened to meet social media's limits (e.g., 140 characters for Twitter) without further approval

Photos and videos taken by JIC personnel of the Command Post, media briefings, and response activities must be reviewed and approved by the PIO or APIO/JIC Manager before dissemination.

See Section 2380 about documentation and archive procedures.

2330 Information Products

As soon as possible, the PIO should prepare a News Advisory identifying the PIO (or JIC, if established) as the official source of information about the incident. By definition, a "News Advisory" contains information solely for the news media to plan their story coverage. A news advisory is not for broadcast, publication, or release to the public, but may provide the news media with information about an upcoming news conference or media briefing.

If initial incident information is readily available, the News Advisory should be accompanied by a brief 3-4 sentence Incident Update written in "bullet point" or Fact Sheet format summarizing the key facts about the incident. The time required to compile, write, and obtain Command approval of an Incident Update or Fact Sheet will be substantially faster than needed to approve a narrative News Release.

As time permits, a more detailed News Release should be prepared describing the incident, identifying the Responsible Party and response agencies, containment and cleanup efforts, future plans and other details as necessary. An updated news release or fact sheet should be prepared for distribution at each news conference or media briefing. By definition, a "News Release" is information for broadcast, publication, and release to the public at the time identified on the news release.

Each written news advisory, fact sheet, and news release must be approved by the organization's Incident Commander or On Scene Coordinator (if speaking only for that organization) or by Unified Command (if issued as a joint news release.)

[See Section 2320 for the Approval Process.]

These written products should be published on the JIC website and Social Media sites, then emailed to all Response Partners, major media outlets, government agencies, and appropriate external organizations listed in Section 9200, and to any other media outlets, community residents, and other stakeholders who have inquired about the incident.

USCG and other Response Partners who are Houston UASI members have their own Contact lists stored in their Public Information Emergency Response (PIER) database. Coordination between Response Partners is recommended to minimize duplicate distributions to the same recipients. Photocopies should also be provided internally to all Command Staff, Section Chiefs, JIC Staff, and other Subject Matter Experts who may be authorized to speak with the media, elected officials, or community groups.

The PIO should schedule an initial Media Briefing as soon as possible, preferably with Unified Command members or with the public affairs spokesperson from each Unified Command agency and the Responsible Party. The PIO should attempt to hold the initial briefing within an hour of the arrival of the FOSC, SOSC, LOSEC and RP. The initial briefing is not expected to be exhaustive, but to provide simple incident description, primary actions, safety messages and to show a unified effort to respond fully.

Updated fact sheets or news releases should be prepared at regular intervals until the incident has been concluded or media interest indicates scheduled releases are no longer productive. Distributing such updates by 0500, 1000, 1500, and 2000 hours will place timely information in the hands of the media to meet radio, television, and newspaper deadlines. For a small incident, once-a-day updates by 1500 hours or twice-a-day updates by 0500 and 1500 hours may be sufficient.

The Assistant PIO for Information Products can designate one or more Imagery Gathering Specialists to gather spill trajectory maps, overflight photos and videos, or to shoot photos and videos of the Command Post, JIC media briefings, and incident response activities. USCG PADET Houston, District 8 Public Affairs, and PIAT personnel have been trained how to shoot, crop, caption, and publish photos and videos on the Defense Video and Imagery Distribution System (DVIDS), YouTube, and PIER websites.

An Imagery Gathering Specialist can also be assigned by the PIO or Assistant PIO/JIC Manager to shoot photos and videos of environmentally-sensitive areas both before and after any spill impact in order to assist the Natural Resource Damage Assessment (NRDA) process.

The same procedures should be followed for disseminating Natural Resource Damage Assessment (NRDA) information while the JIC is activated during response, recovery, and damage assessment operations. After the JIC is demobilized, individual PIOs for NRDA member agencies can contact the CTCAC Public Information Workgroup or USCG PADET Houston for assistance to disseminate NRDA information following termination of removal actions.

(See following pages for examples of a News Advisory, Fact Sheet, and News Release for a hypothetical Channel Point Oil Spill.)

2331 News Advisory Example

NEWS ADVISORY #1
CHANNEL POINT OIL SPILL
Issued July 5, 2012 at 10 a.m.

For more information, contact:

Joint Information Center

Phone: (xxx) xxx-xxxx

Email: xxxxx@xxxxxxxxxxx.xxx

JIC website: www.xxxxxxxxxxxx.xxx

JOINT INFORMATION CENTER NOW OPEN

The U.S. Coast Guard, Texas General Land Office and Atlas Marine have opened a Joint Information Center (JIC) to communicate public information about the Channel Point oil spill.

The JIC was established at the U.S. Coast Guard's Sector Houston-Galveston offices located at 13411 Hillard St., Houston, TX 77034.

The purposes of the JIC are:

1. Compile accurate, consistent and timely incident information,
2. Answer questions from the media and the public,
3. Investigate, validate or correct any rumors about the incident,
4. Schedule media tours, interviews, & joint news conferences.

A news conference has been scheduled for 3:00 p.m. in the Day Room of Sector Houston-Galveston located at 13411 Hillard St., Houston, TX 77034.

Free parking for media vehicles is available in the parking lot north of the main administration building.

News media representatives should bring a government-issued photo identification (such as a drivers license or passport) and any media credential (such as a company identification badge or letter on company letterhead) for access to those areas of the JIC open to the media.

All media and public inquiries about the incident should be directed to the JIC by phone, email, or by visiting the JIC website. The JIC will be staffed from 6 a.m. to 11 p.m. until further notice.

For more information, visit: [list URL's for JIC website and Social Media sites]

-end-

Additional contacts:

LT Jane Smith, USCG (xxx) xxx-xxxx

Ms. Anne Wilson, TGLO (xxx) xxx-xxxx

Mr. John Doe, Atlas Marine (xxx) xxx-xxxx

2332 Fact Sheet Example

FACT SHEET #1

CHANNEL POINT OIL SPILL

Issued July 5, 2012 at 10 a.m.

For more information, contact:

Joint Information Center

Phone: (xxx) xxx-xxxx

Email: xxxxx@xxxxxxxxxxx.xxx

JIC website: www.xxxxxxxxxxxx.xxx

TIME AND DATE OF INCIDENT: 8:45 a.m., July 5, 2012

LOCATION OF INCIDENT: Channel Point, Houston Ship Channel

TYPE OF INCIDENT: Barge grounded on shoreline

CAUSE OF INCIDENT: Under investigation

NAME OF VESSEL OR FACILITY: AT-411

TYPE OF VESSEL OR FACILITY: Single-hull barge with 60,000 metric ton capacity

OWNER OF VESSEL: Atlas Marine, Houston, Texas

STATUS OF PERSONNEL: 3 crewmen on duty, no injuries

NAME OF PRODUCT RELEASED: Sour Kuwaiti Crude Oil

ESTIMATED SIZE OF RELEASE: 1000 barrels (42,000 gallons)

AMOUNT CONTAINED/RECOVERED: None

STATUS OF RELEASE SOURCE: Release from #3 port cargo tank

AREAS CURRENTLY IMPACTED: Channel Point and Clear Bayou

IMPACT ON VESSEL TRAFFIC: Houston Ship Channel restricted from mile marker 350 to 375

IMPACT ON MARINE WILDLIFE: 2 oiled egrets reported

RESPONDING AGENCIES: United States Coast Guard (USCG) Sector Houston-Galveston

Texas General Land Office (TGLO)

Atlas Marine

STATUS OF RESPONSE/CLEANUP: Equipment mobilized. Staging at Channel Point off FM 222.

PHONE NUMBERS ESTABLISHED: Oiled birds or wildlife: (713) 555-WILD

Claims Hotline: (281) 555-HELP

-end-

2333 News Release Example

NEWS RELEASE #1

CHANNEL POINT OIL SPILL

Issued July 22, 2008 at 11 a.m.

For more information, contact:

(Public Information Officer)

Joint Information Center

Phone: (xxx) xxx-xxxx

Email: xxxxx@xxxxxxxxxxx.xxx

JIC website: www.xxxxxxxxxxxx.xxx

UNIFIED COMMAND LAUNCHES SPILL RESPONSE

HOUSTON--The U.S. Coast Guard, Texas General Land Office (TGLO), and Atlas Shipping established a Unified Command Post in response to a 42,000 gallon oil spill into the Houston Ship Channel from a damaged barge.

At approximately 8:45 this morning, the tugboat Lucky Lady, pushing 6 barges outbound on the Houston Ship Channel, ran aground near Channel Point by Pasadena, Texas. The tugboat and barges, owned by Atlas Marine of Houston, were transporting crude oil when one of the barges, barge AT-411, suffered a rupture in the #3 port cargo tank. No injuries have been reported.

The Coast Guard has restricted vessel traffic on the Houston Ship Channel from Channel Point to the Galveston Causeway Bridge (mile marker 350 to mile marker 375) until further notice.

The U.S. Coast Guard's Federal On-Scene Coordinator (FOSC) and the Texas General Land Office's State on-Scene Coordinator (SOSC) are Atlas Marine ensuring cleanup efforts are underway. Atlas Marine activated its Spill Management Team and mobilized cleanup personnel and equipment from ABC Responders and XYZ Incorporated.

Two oiled egrets were sighted near Clear Bayou. The U.S. Fish and Wildlife service and Texas Parks and Wildlife will set up a wildlife rehabilitation trailer on Channel Point. The oiled bird wildlife number is (713) 555-WILD.

The cause of the incident is under investigation, but a Claims Hotline has been established at (281) 555-HELP.

For more information, visit: [list URL's for JIC website and Social Media sites]

-end-

Additional contacts:

LT Jane Smith, USCG (xxx) xxx-xxxx

Ms. Anne Wilson, TGLO (xxx) xxx-xxxx

Mr. John Doe, Atlas Marine (xxx) xxx-xxxx

2340 Media Contacts

Public information personnel from the CTCAC Public Information Workgroup, USCG PADET Houston, , or USCG District 8 External Affairs can email the latest news releases and other public information products to their own PIER System databases of media outlets, city/county government agencies, community residents or civic groups, and other stakeholders. Because these online databases of names, phone, and email addresses are continually being updated, the databases are no longer stored in this Area Contingency Plan.

In addition, the Harris County Office of Homeland Security and Emergency Management can activate its Harris County Regional JIC, email the latest news releases and other public information products to its own PIER System database of media, government, and community contacts, and publish the products on its Harris County Regional JIC website (www.readyharris.org) as well as its Facebook, Twitter, and YouTube social media sites. Send news releases to: oemjic@oem.hctx.net or call 713-881-3100 during normal business hours or call 713-881-2090 (only when the Harris County Regional JIC is activated).

2350 Government Contacts

During an incident, the PIO should coordinate with the Liaison Officer to determine which counties could be impacted by the incident. The PIO or LOFR should contact each county's Emergency Management Coordinator to determine if the incident could impact unincorporated areas under each county's jurisdiction, or if the incident could impact areas under the jurisdiction of one or more incorporated cities.

If one or more cities might be impacted, ask the appropriate county Emergency Management Coordinator for the name, title, phone, and email address of each impacted city's Emergency Management Coordinator, Environmental Health Supervisor, or other appropriate municipal contact person.

The appropriate city and county officials should be added to the email distribution of all News Releases about the spill, and should be invited to send a city or county public information officer to the Joint Information Center to ensure information about the local impact and response is accurate, consistent and timely to meet local residents' needs.

Contact information for the Emergency Management Coordinators for all counties within the Central Texas Coastal Area Committee's area of responsibility are stored in an "LOFR Government Officials" contact group list on CTCAC's PIER site (<http://www.ctcac.us>) available for use by the PIO or LOFR.

2360 Community and Volunteer Contacts

Nearby community residents concerned about the incident should be encouraged to visit the JIC website, submit an inquiry online, and join the mailing list to receive future news releases and other community outreach information by email.

The JIC should also promote any opportunities for community residents and the general public to volunteer their time and talents to help the response, volunteering for jobs that do not require specialized Hazwoper or Oiled Wildlife training. The CTCAC website (<http://www.ctcac.us>) has links on the "About Us" page to the Volunteer Workgroup and its approved process for registering, training, and deploying Volunteers during an incident. During the Texas City "Y" oil spill, more than 800 volunteers registered on the CTCAC website to participate in the Sentinel program to inspect Galveston beaches for oil, tar bills and oiled birds.

2370 Social Media

The Assistant PIO for Information Gathering (or the Media Monitoring and Analysis Specialist, if assigned) is responsible for monitoring traditional radio/TV and print media as well as blogs and social media sites. Links to the websites of major media outlets in the Houston/Galveston area are available under the "Links" page on the CTCAC website (<http://www.ctcac.us>)

Free media monitoring tools are available, such as:

Google News Alerts (<http://www.google.com/alerts>)
Social Mention (<http://www.socialmention.com>)
Social Searcher (<http://www.social-searcher.com>)
Tweet Deck (<http://www.tweetdeck.com>)

Harris County Office of Homeland Security and Emergency Management subscribes to Snapstream and TVeyes for media monitoring, but the PIO will need to provide HCOHSEM with keywords to search for.

The PIO should consider implementing a proactive Social Media strategy by assigning the Social Media Specialist to set up incident-specific Facebook, Twitter, and YouTube accounts, and utilizing geographic-specific hashtags in social media products published by the JIC or by Response Partners who have their own social media sites with established Friends & Followers. Examples of incident-specific hashtags may include:

#HouSpill --- For an oil or chemical spill in the Houston Ship Channel

#GalvBayspill --- For an oil or chemical spill in Galveston Bay

#TXspill --- For an oil or chemical spill in Texas coastal waters

#HouFire --- For a marine fire in the Houston Ship Channel

#TXfire --- For a marine fire in the Texas coastal waters

#HouWtx --- For severe weather affecting the Houston metro area

#HouNews --- For breaking news affecting the Houston metro area

Hashtags are not case-sensitive, but using UPPER and lower case letters may make the hashtag easier to read. The Social Media Specialist may utilize whatever hashtags the news media are using in their own coverage of the incident.

Twitter posts should include no more than three hashtags, so other hashtags may refer to the name of the Responsible Party company, facility or vessel name, and the .name of the closest city, bay or river impacted by the incident.

2380 Documentation and Archive Procedures

At the end of each JIC work shift and/or Operational Period, the PIO or APIO/JIC Manager should provide the Planning Section's Documentation Unit with the latest ICS 214 (Unit Log) for the JIC and any other written documentation requested by Unified Command or the Planning Section Chief (such as copies of all fact sheets, media advisories, news releases, and other written documents issued by the JIC, and any PIER Site Activity Reports that can provide statistics on JIC website visits, new/pending/closed inquiries, created/posted documents, new contacts added, and users who have logged into the JIC website).

At the end of the incident (before the JIC is demobilized), the PIO or APIO/JIC Manager should provide the Planning Section's Documentation Unit and all Response Partners with either electronic or printed copies of similar PIER Site Activity Reports for the entire incident. The PIO should request that PIER System should archive the JIC website for documentation and legal retention purposes.

2390 Job Aids and other Reference Materials

The PIO and other public information personnel should consult the following Job Aids and other Reference Materials for additional guidance:

Job Aids, Information Exchange Matrices, Forms, References, Worksheets, Samples, and Acronyms in the National Response Team's Joint Information Center Model (<http://www.nrt.org>)

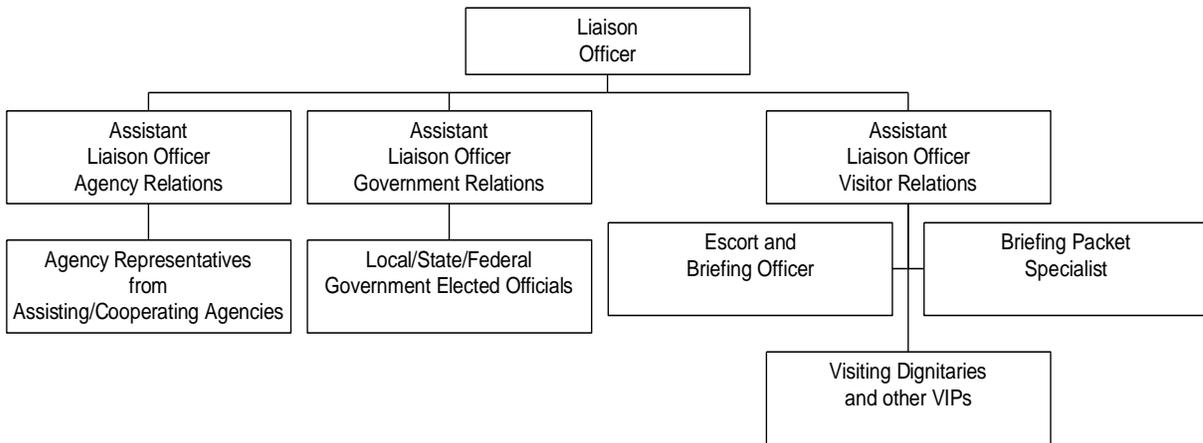
USCG Job Aid for PIO (<http://homeport.uscg.mil>) NIMS Incident Command System Field Guide (<http://www.informedguides.com>)

USCG Incident Management Handbook - COMDTPUB P3120.17A (<http://bookstore.gpo.gov>)

2400 Liaison Officer (LOFR)

As per the USCG Incident Management Handbook, incidents that are multijurisdictional, or have several agencies involved, may require the establishment of the LOFR position on the Command Staff. Only one primary LOFR will be assigned for each incident, including incidents operating under UC and multi-jurisdiction incidents.

The LOFR may have as many Assistants and Specialists as necessary (limited by Span Of Control), and the Assistant LOFR s and Specialists may also represent assisting agencies or jurisdictions. For example, the LOFR may appoint three Assistant LOFR s to liaise with Agency Representatives, Government Elected Officials, and Visiting Dignitaries that want to tour the incident site or Command Post, and obtain a briefing about the incident response.



During the initial response to the Texas City “Y” oil spill in March 2014, the LOFR co-located his staff with the PIO’s staff in the Joint Information Center (JIC) which improved coordination between these Command Staff positions, maintained accurate and consistent communication to stakeholders, and avoided duplication of efforts.

If the JIC doesn’t have sufficient workspace for physical co-location, the Assistant Liaison Officers should coordinate by phone, email and in-person meetings with appropriate Assistant Public Information Officer counterparts in the JIC. (See Section 2315 for JIC Organization Charts.)

To avoid duplication of efforts, the PIO is responsible for Media and Community Relations, while the LOFR is responsible for Government Relations. However, the PIO and LOFR (and their Assistants and Specialists) should have access to the JIC Status Boards and exchange drafts of information products with each other to make sure their information is accurate, consistent and timely to reach ALL respective stakeholders.

If appointed by the LOFR, an Assistant LOFR for Government Relations is responsible for liaising with city, county, state, and federal government Elected Officials who represent those jurisdictions affected by the incident. During the BP Deepwater Horizon oil spill, the LOFR appointed Assistant LOFR s in each state and one or more Government Relations Specialists in each county or parish impacted by the spill.

The Assistant LOFR for Government Relations should obtain PIER System access and training to update, maintain, publish and send incident updates and JIC news releases to the “LOFR Government Officials” contact group stored in the CTCAC PIER site.

If appointed by the LOFR, the Assistant LOFR for Visitor Relations is responsible for escorting and briefing Visiting Dignitaries or other VIPs who request tours of the incident site, Command Post, or response operations in the field. During the Texas City “Y” oil spill, a USCG Reserve O-5 was assigned as an Escort and Briefing Specialist, while a USCG YN2 was assigned as a Briefing Packet Specialist to

prepare briefing packets (which could be done in coordination with the Assistant PIO for Information Products to provide consistent information).

Since news reporters may want to interview government Elected Officials after their tour or briefing, the Assistant LOFR for Government Relations should coordinate with the Assistant PIO for Media Relations to schedule media interviews, facilitate a news conference by the Elected Official in the JIC's Media Briefing Room, and incorporate the Elected Official's messages in the JIC's next News Release.

The LOFR (or if appointed, an Assistant LOFR for Agency Relations) is assigned to the incident to be the contact for assisting and/or cooperating Agency Representatives. The LOFR Job Aid should be reviewed regarding the organization and duties of the LOFR.

The major responsibilities of the LOFR are:

- Be a contact point for Agency Representatives.
- Maintain a list of assisting and cooperating agencies and Agency Representatives, including name and contact information. Monitor check-in sheets daily to ensure that all Agency Representatives are identified.
- Assist in establishing and coordinating interagency contacts.
- Keep agencies supporting the incident aware of incident status.
- Monitor incident operations to identify current or potential inter-organizational problems.
- Participate in planning meetings, providing limitations and capability of assisting agency resources.
- Coordinate response resource needs for Natural Resource Damage Assessment and Restoration (NRDAR) activities with the OSC during oil and HAZMAT responses.
- Coordinate response resource needs for incident investigation activities with the OSC.
- Coordinate activities of visiting dignitaries.
- Ensure that all required agency forms, reports and documents are completed prior to demobilization.
- Brief Command on agency issues and concerns.
- Have debriefing session with the IC prior to demobilization.
- Maintain Unit Log (ICS 214-CG).

The LOFR and other liaison personnel should consult the following Job Aids and other Reference Materials for additional guidance:

Liaison Officer Job Aid

(<http://www.homeport.uscg.mil>)

Click on "Library", then "ICS Forms", and "Job Aids"

USCG Incident Management Handbook – COMDTPUB P3120.17A

(<http://bookstore.gpo.gov>)

2500 Intelligence Officer (INTO)

The responsibility of the INTO is to provide Command intelligence information that can have a direct impact on the safety of response personnel and influence the disposition of maritime security assets involved in the response.

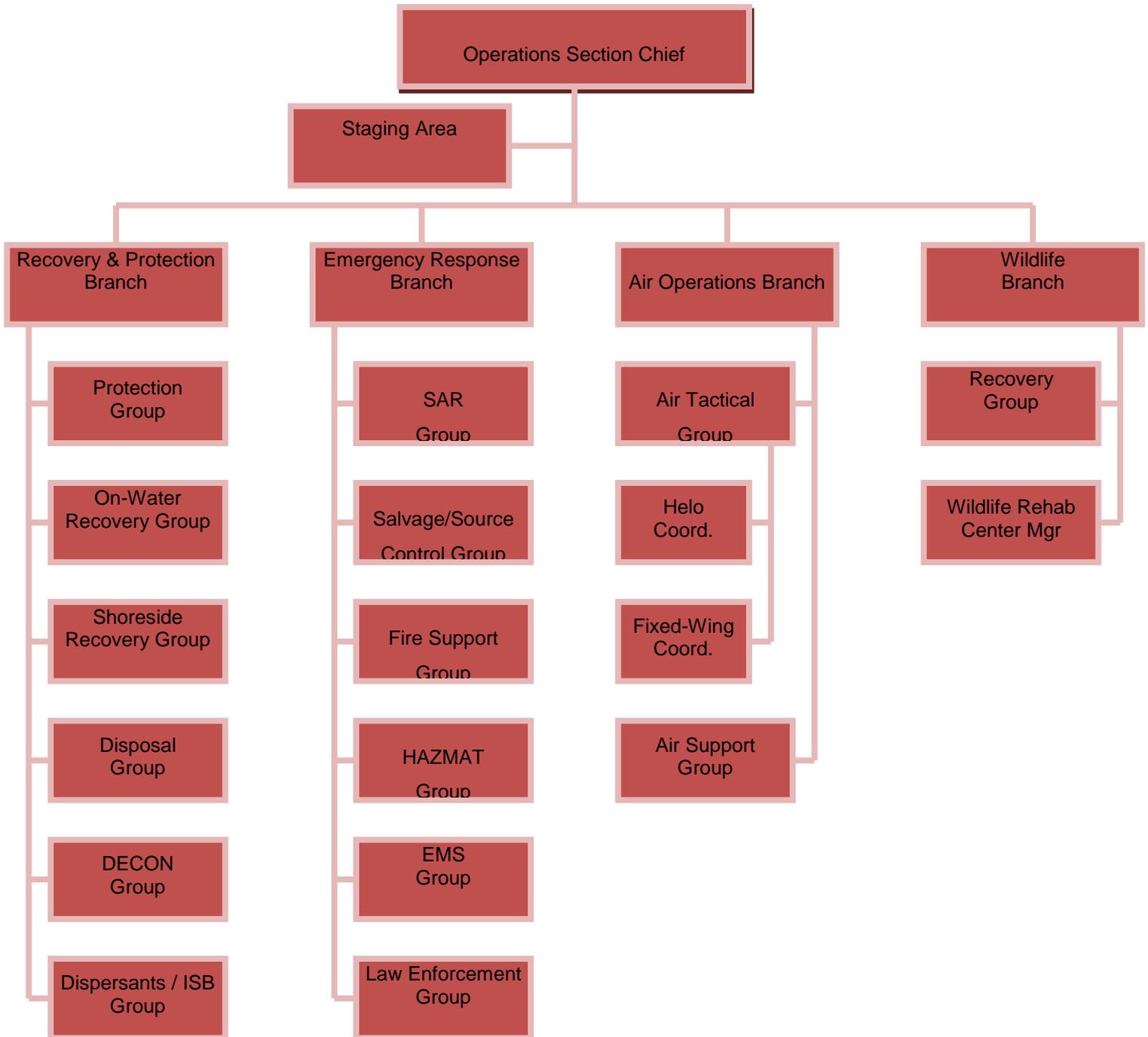
The major responsibilities of the INTO are:

- Participate in meetings and briefings as required.

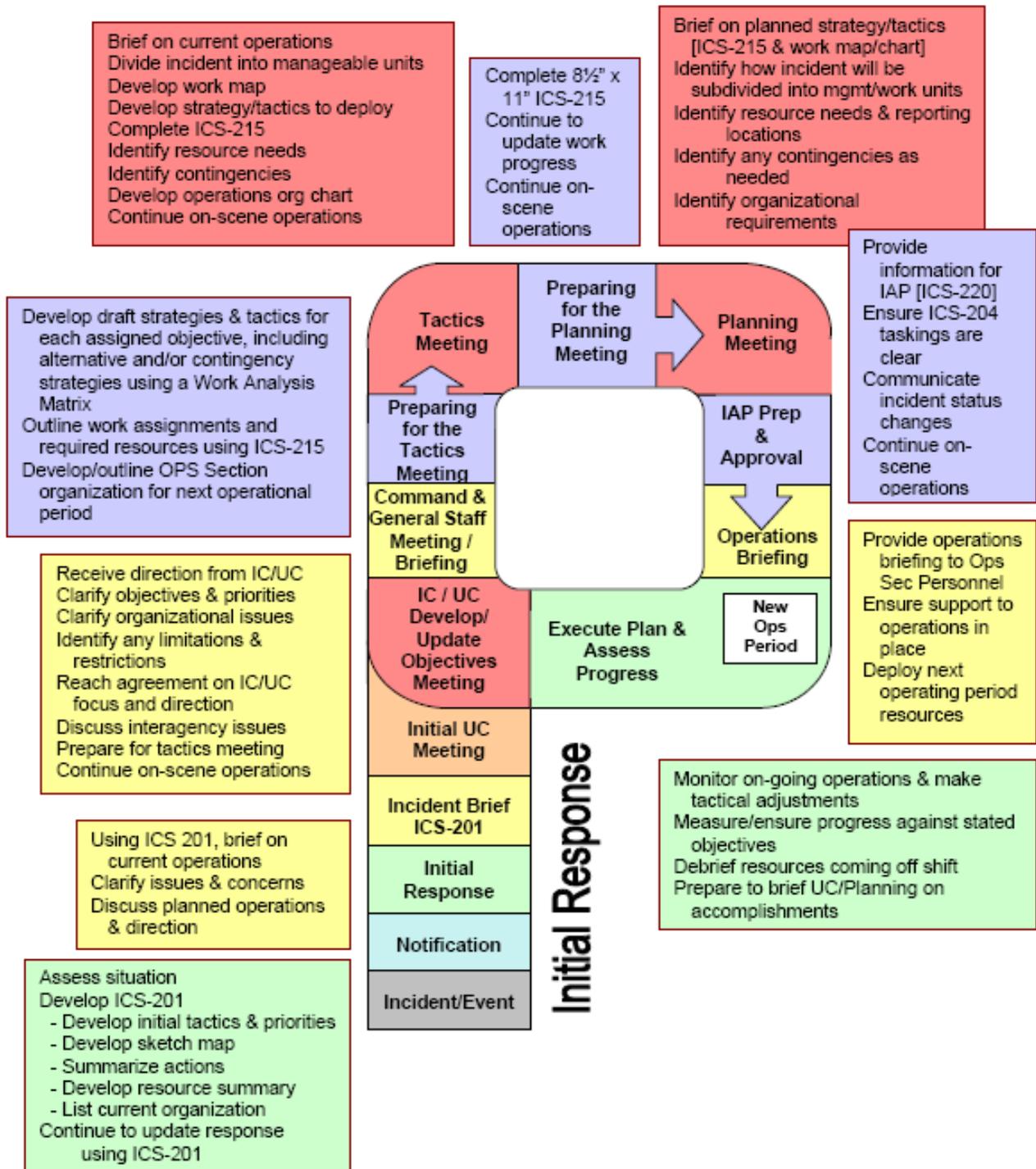
- Collect and analyze incoming intelligence information from all sources.
- Determine the applicability, significance, and reliability of incoming intelligence information.
- As requested, provide intelligence briefings to the IC/UC.
- Provide intelligence briefings in support of the ICS Planning Cycle.
- Provide Situation Unit with periodic updates of intelligence issues that impact the incident response.
- Review the IAP for intelligence implications.
- Answer intelligence questions and advise Command and General Staff as appropriate.
- Supervise, coordinate, and participate in the collection, analysis, processing, and dissemination of intelligence.
- Assist in establishing and maintaining systematic, cross-referenced intelligence records and files.
- Establish liaison with all participating law enforcement agencies including the CGIS, FBI/JTTF, State and Local police departments.
- Conduct first order analysis on all incoming intelligence and fuse all applicable incoming intelligence with current intelligence holdings in preparation for briefings.
- Prepare all required intelligence reports and plans.
- As the incident dictates, determine need to implant Intelligence Technical Specialists in the Planning and Operations Sections.
- Ensure that all required agency forms, reports and documents are completed prior to demobilization.
- Have debriefing session with the IC prior to demobilization.
- Maintain Unit Log (ICS 214-CG).

3000 OPERATIONS

3100 Operations Section Organization



The Operational Planning "P"



3110 Operations Section Chief (OSC)

The OSC, a member of the General Staff, is responsible for the management of all tactical operations directly applicable to the primary mission. The OSC will normally be selected from the organization/agency with the most jurisdictional responsibility for the incident.

The OSC activates and supervises organization elements in accordance with the IAP and directs its execution. The OSC also directs the preparation of operational plans; requests or releases resources, monitors operational progress and makes expedient changes to the IAP, as necessary; and reports such to the IC.

The major responsibilities of the OSC are:

- Obtain briefing from IC.
- Evaluate and request sufficient Section supervisory staffing for both operational and planning activities.
- Supervise Operations Section field personnel.
- Implement the IAP for the Operations Section.
- Evaluate on-scene operations and make adjustments to organization, strategies, tactics, and resources as necessary.
- Ensure the Resources Unit is advised of changes in the status of resources assigned to the section.
- Ensure that Operations Section personnel execute work assignments following approved safety practices.
- Monitor need for and request additional resources to support operations as necessary.
- Assemble/disassemble task force/strike teams as appropriate.
- Identify/utilize staging areas.
- Evaluate and monitor current situation for use in next operational period planning.
- Convert operational incident objectives into strategic and tactical options. These options may be documented on a Work Analysis Matrix (ICS-234-CG).
- Coordinate and consult with the PSC, SOFR technical specialists, modeling scenarios, trajectories, etc., on selection of appropriate strategies and tactics to accomplish objectives.
- Identify kind and number of resources required to support selected strategies.
- Subdivide work areas into manageable units.
- Develop work assignments and allocate tactical resources based on strategic requirements (i.e. develop the ICS-215-CG).
- Coordinate planned activities with the SOFR to ensure compliance with safety practices.
- Participate in the planning process and the development of the tactical portions (ICS 204-CG and ICS 220-CG) of the IAP.
- Assist with development of long-range strategic, contingency, and demobilization plans.
- Develop recommended list of Section resources to be demobilized and initiate recommendation for release when appropriate.

- Receive and implement applicable portions of the incident Demobilization Plan.
- Participate in operational briefings to IMT members as well as briefings to media, and visiting dignitaries.
- Maintain Unit Log (ICS 214-CG).

3120 Branch Director (OPBD)

The OPBD's when activated, are under the direction of the OSC and are responsible for the implementation of the portion of the IAP appropriate to the Branches.

The major responsibilities of the OPBD are:

- Receive briefing from the OSC.
- Identify Divisions, Groups, and resources assigned to the Branch.
- Ensure that Division and/or Group Supervisors (DIVS) have a copy of the IAP.
- Implement IAP for the Branch.
- Develop with subordinates alternatives for Branch control operations.
- Review Division/Group Assignment Lists (ICS 204-CG) for Divisions/Groups within the Branch. Modify lists based on effectiveness of current operations.
- Assign specific work tasks to DIVS.
- Supervise Branch operations.
- Resolve logistic problems reported by subordinates.
- Attend planning meetings as requested by the OSC.
- Ensure through chain of command that Resources Unit is advised of changes in the status of resources assigned to the Branch.
- Report to OSC when: the IAP is to be modified; additional resources are needed; surplus resources are available; or hazardous situations or significant events occur.
- Approve accident and medical reports (home agency forms) originating within the Branch.
- Consider demobilization well in advance.
- Debrief with OSC and/or as directed at the end of each shift.
- Maintain Unit Log (ICS 214-CG).

3130 Division/Group Supervisor (DIVS)

The DIVS reports to the OSC (or OPBD when activated). The DIVS is responsible for the implementation of the assigned portion of the IAP, assignment of resources within the Division/Group, and reporting on the progress of control operations and status of resources within the Division/Group.

The major responsibilities of the DIVS are:

- Receive briefing from supervisor.
- Identify resources assigned to the Division/Group.
- Provide the IAP to subordinates, as needed.
- Review Division/Group assigned tasks and incident activities with subordinates.
- Implement IAP for Division/Group.
- Supervise Division/Group resources and make changes as appropriate.

- Ensure through chain of command that Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks.
- Submit situation and resources status information to the Branch Director or the OSC as directed.
- Report hazardous situations, special occurrences, or significant events, e.g., accidents, sickness, discovery of unanticipated sensitive resources, to
 - the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period, as requested.
- Consider demobilization well in advance.
- Debrief as directed at the end of each shift.
- Maintain Unit Log (ICS 214-CG).

3140 Strike Team/Task Force Leader (STCR/TFLD)

The STCR/TFLD reports to an OPBD or DIVS and is responsible for performing tactical assignments assigned. The Leader reports work progress, resources status, and other important information and maintains work records on assigned personnel.

The major responsibilities of the STCR/TFLD are:

- Obtain briefing from person you are relieving.
- Obtain briefing from supervisor.
- Review assignments with subordinates and assign tasks.
- Monitor work progress and make changes when necessary.
- Keep supervisor informed of progress and any changes.
- Coordinate activities with adjacent Strike Teams, Task Forces and single resources.
- Travel to and from active assignment area with assigned resources.
- Retain control of assigned resources while in available or out-of-service status.
- Submit situation and resource status information through chain of command DIVS/OPBD/OSC as appropriate.
- Debrief as directed at the end of each shift.
- Maintain Unit Log (ICS 214-CG).

3150 Single Resource Leader

The single resource leader is the person in charge of a single tactical resource.

The major responsibilities of the Single Resource Leader are:

- Obtain briefing from person you are relieving.
- Obtain necessary equipment and supplies.

- Review weather/environmental conditions for assignment area.
- Brief subordinates on safety measures.
- Monitor work progress.
- Ensure adequate communications with supervisor and subordinates.
- Keep supervisor informed of progress and any changes.
- Inform supervisor of problems with assigned resources.
- Brief relief personnel, and advise them of any change in conditions.
- Return equipment and supplies to appropriate unit.
- Complete and turn in all time and use records on personnel and equipment.
- Debrief as directed at the end of each shift.
- Maintain Unit Log (ICS 214-CG).

3200 Recovery and Protection

3201 Introduction

The Recovery and Protection Branch is responsible for overseeing and implementing the protection, containment, and cleanup activities established in the Incident Action Plan.

The Recovery and Protection Branch Director reports to the Operations Section Chief.

This Branch shall take action to minimize substantial threats to public health and welfare and to mitigate environmental damages caused by catastrophic oil spills and hazardous material releases, responders shall work together to protect the environment and remove the discharge as quickly as possible.

Oil spill response strategies center on the following objectives:

Safely secure the source or at least contain or reduce the flow from the source.

Protect sensitive shoreline resources and marine sanctuaries.

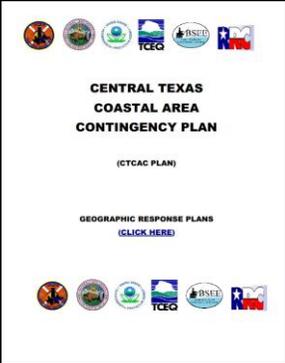
Remove as much oil from the surface of the water or recover as much submerged oil as possible using mechanical recovery or alternative response technology (chemical countermeasures, dispersants, or in-situ burning).

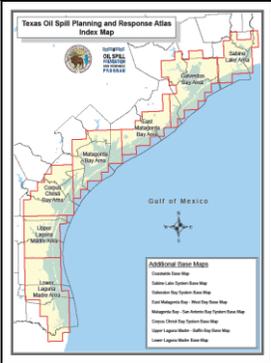
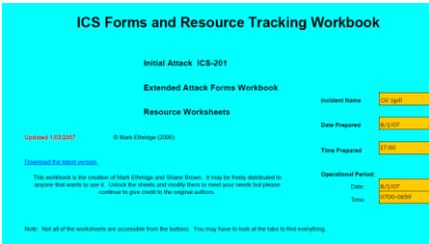
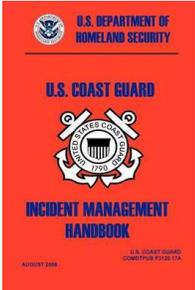
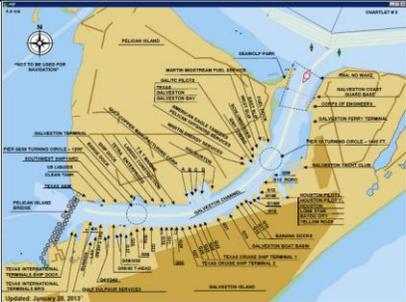
Remove oil and contaminated materials from shoreline areas using appropriate techniques.

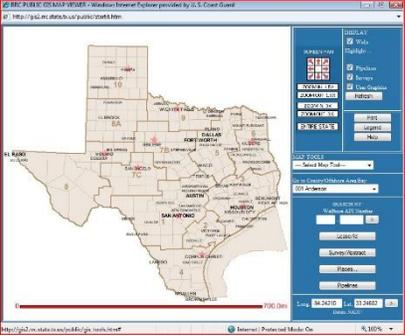
Recycle or dispose of the recovered oil and contaminated materials in a safe, legal and environmentally sound manner.

3202 Resources in Formulating your Strategy

Each organization, including federal, state, local, industry, and/or trustee, may already have internal procedures for implementing or managing a variety of responses associated with their field of work. It is important to ensure that those response procedures are aligned, connected, or are in consideration with existing regulations and policies, as well as the efforts of the various workgroups and committees who have constructed this Area Contingency Plan. The following resources shall be considered in your development of response strategies towards an incident.

 <p>Reference: http://www.glo.texas.gov/what-we-do/caring-for-the-coast/oil-spills/toolkit/index.html</p>	<p>TGLO Toolkit</p> <p>Updated Annually</p> <p>Includes ACPs, from each of the Area Committees within Region VI</p> <p>Includes ESI Maps, Site-specific Tactical Plans (GRP Index Map), and Pre-Event IAPs.</p> <p>Include reference material and informational resources critical to an effective response to an incident.</p>
 <p>Reference: TGLO Toolkit & CTCAC Website</p>	<p>Central Texas Coastal Area Committee (CTCAC) Area Contingency Plan (ACP)</p> <p>Updated Annually</p> <p>Provides consolidated information pertaining to the Command, Operations, Planning, Logistics, and Finance Sections for oil spill and hazardous material responses.</p> <p>Includes latest guidance incorporated from each agency represented within the Area Committee</p>
 <p>Reference: TGLO Toolkit & CTCAC Website</p>	<p>Central Texas Coastal Area Committee (CTCAC) Geographic Response Plan (GRP) Index Map</p> <p>Updated Annually</p> <p>Provides site-specific tactical information to assist Operations section personnel in setting up and implementing a response to a given area.</p> <p>Included in this section are pre-established ICS 204 forms providing an overview of the specific area, staging area information, do's/don't for response actions, and pictures to help convey the type of area.</p>

 <p>Reference: TGLO Toolkit & CTCAC Website</p>	<p>Texas Oil Spill Planning and Response Atlas Index Map</p> <p>Environmental Sensitive Index (ESI)</p> <p>Updated regularly</p> <p>Provides environmental information necessary to ensure proper response and prevention actions are taken in consideration of the environment, habitats, wildlife, etc.</p>
 <p>Reference: TGLO Toolkit & CTCAC Website</p>	<p>Pre-Event Incident Action Plan</p> <p>Available for the Houston, Galveston, and offshore regions</p> <p>Already setup to address Oil, HAZMAT, and Marine Fire-fighting incidents</p> <p>Can be used by initial incident managers (i.e. USCG, emergency managers) prior to arrival of contracted consultants or who may not have IAP software resources.</p>
 <p>Reference: TGLO Toolkit & CTCAC Website</p>	<p>USCG Incident Management Handbook, COMDT PUB P3120.17A</p> <p>Currently under final revision.</p> <p>Industry may have similar Incident Management Handbooks.</p> <p>Excellent resource to help you properly structure your organization for a specific incident.</p> <p>Excellent resource to help establish necessary processes for incident management.</p>
 <p>Reference: VTS Houston Website: http://www.uscg.mil/vtshouston/UserInfo.asp VTS Watch Sup: 281-464-4837</p>	<p>USCG VTS Houston/Galveston Chartlets</p> <p>Updated Regularly</p> <p>Portrays the economic infrastructure throughout the VTS Houston-Galveston VTS area of operation, to include facilities, ship docks, and other key economic areas.</p> <p>Information allows for proper notification of stakeholders, as well as promotes standard language when discussing restoration of facilities/piers/docks, etc.</p>

 <p>Reference: Public GIS Map Viewer for Oil, Gas, and Pipeline Data http://www.rrc.state.tx.us/data/online/gis/index.php#</p>	<p>Railroad Commission of Texas Public GIS Map Viewer for Oil, Gas, and Pipeline Data Updated Regularly</p> <p>Detailed geographic information of oil wells, gas wells, orphaned wells, and pipelines.</p> <p>Searchable database developed around the U.S. Geological Survey 7.5 minute quadrangle maps, with a fully interactive mapping system.</p>
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3210 Protection

The Protection area of responsibility contains a wide variety of environments of varying sensitivities to oil. Many of our waterways are small canals or bayous that are extremely shallow and inaccessible to most vessels. Containment and absorbent boom, anchors and shallow water vessels (less than 3' draft) are the primary equipment necessary for shoreline protection. Assignment of equipment to staging areas is essential to rapid deployment. Immediate dockside deployment and towing of protective boom to the projected landfall site may be the best delivery method available in many locations. Contractors provide pre-staged shoreline protective equipment is positioned in the Galveston, Baytown, Texas City, Houston Ship Channel and Freeport. This equipment is intended to accomplish initial response protective actions in the event of a spill. Transportation, staging, and deployment of additional resources will be required by many incidents. Prioritization of sensitive sites and geographic strategies, which identify equipment types, amounts and provide planned deployment strategies, are being developed by the CTCAC Area Committee.

Containment and Protection Options:

Refer to basic booming strategies for information concerning specific locations for containment and protection.

- Diversion Booming
- Containment Booming
- Exclusion Booming
- Cascading Booming
- Chevron Booming

3211 Strategy Checklist

- Evaluate level of response needed for incident (ref RP's VRP or FRP).
 - Most probable discharge
 - Maximum most probable discharge
 - Worst case discharge
- Evaluate if special circumstances exist requiring special action.
 - Fire/explosion
 - Vessel grounding
 - Lightering operations
 - Salvage operations
- Implement support infrastructure.
 - Determine response structure that will be used, and from there determine level of support needed to fill positions in the structure. Forward needs to Resource Unit Leader.
- Mobilize personnel.

Determine personnel needed for response, and identify source of personnel. Ensure personnel are properly trained, and health and safety issues are addressed.

 - Special Teams
 - Reserve augmentation
 - District Response Group (DRG) support
 - Spills of National Significance (SONS) augmentation
- Mobilize equipment.
 - Type of equipment needed
 - Quantity
 - Location - staging area
 - Support needed
 - Boats for hauling and positioning boom
 - (2) Aircraft support for transporting equipment
 - Additional requirements
 - Contact list
 - Forward equipment needs to Resource Unit Leader
- Logistics
 - Logistics needed to support personnel
 - Food
 - Lodging
 - Additional clothing
 - Transportation

- Logistics needed to support response
- Adequate communications
- Command post - Establish command post in location to support response. Command post must be adequate in size to support the anticipated number of personnel.
- Air support (over flights)
 - Coast Guard and Auxiliary
 - Other agencies
 - Private sources
- Local impacts
 - Impact on water intakes
 - Drinking water
 - Industrial
 - Transportation of fresh water supply
- Funding issues
 - On Scene Coordinator (OSC) access to the fund
 - State access to the fund
 - Vendors - Basic Ordering Agreement (BOA) policy
- Volunteers
- Fish, wildlife and habitat protection and mitigation of damage
- Ensure coordination with natural resource damage assessment personnel

3220 On-Water Recovery

3221 On-Water Recovery Group Supervisor

Under the Recovery and Protection Branch Director, the On-Water Recovery Group Supervisor is responsible for managing on water recovery operations in compliance with the Incident Action Plan. The Group may be further divided into Teams, Task Forces, and Single Resources.

The major responsibilities of the On-Water Recovery Group Supervisor are:

- Obtain briefing from person relieving.
- Receive briefing from supervisor.
- Identify resources assigned to the Division/Group.
- Provide the IAP to subordinates, as needed.
- Review Division/Group assigned tasks and incident activities with subordinates.
- Implement IAP for Division/Group.
- Supervise Division/Group resources and make changes as appropriate.
- Ensure through chain of command that Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks.
- Submit situation and resources status information to the Branch Director or the OSC as directed.
- Report hazardous situations, special occurrences, or significant events, e.g., accidents, sickness, discovery of unanticipated sensitive resources, to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period, as requested.
- Consider demobilization well in advance.
- Debrief as directed at the end of each shift.
- Implement Recovery Strategies in Incident Action Plan.
- Direct, coordinate, and assess effectiveness of on water recovery actions.
- Modify protective actions as needed.
- Maintain Unit/Activity Log (ICS 214).

3222 Recovery Options (Dispersants, In Situ Burning, etc.)

Prime consideration for all countermeasures is safety of personnel and the environment. A number of cleanup techniques are available for response to an oil spill. Single or multiple techniques may be utilized in abating the spill. The determining factors in method selection usually depend on the type of product spilled, current state of product, size of the incident, location, weather, political considerations, and site impacts.

In general, spill cleanup techniques fall into six categories including, but not limited to: mechanical/physical recovery, in situ burning, bioremediation, dispersant, natural remediation, and additives such as herding agents and polymers, etc.

Some volatile materials may create hazards if a containment boom is utilized. Other defensive countermeasures may be more appropriate as conditions warrant. Each spill of hazardous/volatile product should be assessed individually and due consideration given to the most suitable actions for a given situation.

Weather and other circumstances permitting, every effort should be made to collect oil as close as possible to the source of the spill (in the case of a grounded tanker, for instance, lighter the vessel). Even when oil is spreading on a water surface, collection is preferable to beach cleanup. If the weather conditions at the beginning of the spill control activity are unfavorable for lightering or pumping ashore operations, this solution may still become feasible at a later time.

It should be kept in mind that lightering a stricken tanker or pumping its remaining cargo ashore requires a salvage plan, qualified personnel, and the installation and deployment of specialized equipment ranging from self-contained high performance pumps, heating equipment, heavy duty hoses, flotation aids, barges, work boats, etc., to adequate storage facilities on shore.

No universal guidance exists as to what control measures will succeed in a given situation. However, past experience indicates that where massive slicks of weathered oil have reached the coastline, as little as 10 % of the spilled volume has been collected from shores and coastal waters. The rest evaporated or was dispersed by natural means or penetrated into the seabed, etc., and therefore could not be collected. Since part or all of the remaining oil was emulsified, the volume of the oily debris to be handled has been roughly equivalent to the original volume spilled. All this material must, on average, be handled several times. For instance, it must be lifted from the collection point, put into trailers or plastic bags, taken to, and unloaded at an intermediate storage point, and then transferred by other means of transportation to a longer term storage area and eventual disposal.

The location of a spill and the speed of the response action will determine whether all, or at least some of the spilled oil, can be collected before it reaches the shore. The history of past large spills indicates that often massive quantities of oil will reach the shore. The possibility of retrieval and disposal of oil close to the spill source should always be considered, even under apparently unfavorable conditions.

See Section 3250 Oil Spill Applied Technologies for additional information regarding recovery options.

3230 Shoreside Recovery

3231 Shoreside Recovery Group Supervisor

Under the Recovery and Protection Branch Director, the Shoreside Recovery Group Supervisor is responsible for managing shoreside cleanup operations in compliance with the Incident Action Plan. The group may be further divided into strike teams, task forces, and single resources.

The major responsibilities of the Shoreside Recovery Group Supervisor are:

- Obtain briefing from person relieving.
- Receive briefing from supervisor.
- Identify resources assigned to the Division/Group.
- Provide the IAP to subordinates, as needed.
- Review Division/Group assigned tasks and incident activities with subordinates.
- Implement IAP for Division/Group.
- Supervise Division/Group resources and make changes as appropriate.
- Ensure through chain of command that Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.

- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks.
- Submit situation and resources status information to the Branch Director or the OSC as directed.
- Report hazardous situations, special occurrences, or significant events, e.g., accidents, sickness, discovery of unanticipated sensitive resources, to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period, as requested.
- Consider demobilization well in advance.
- Debrief as directed at the end of each shift.
- Implement recovery strategies in Incident Action Plan.
- Direct, coordinate, and assess effectiveness of shoreside recovery actions.
- Modify protective actions as needed.
- Brief the Recovery and Protection Branch Director on activities.
- Maintain Unit/Activity Log (ICS 214).

3231.1 Sample Actionable Oil Form

Actionable Oil Form

When "actionable oil" is observed, please record the following information.

1. Actionable oil is defined as greater than 1 percent cover over more than 100 square feet.

Location

Latitude _____ Longitude _____

Division _____ SCAT Segment _____

Street name or Common land mark _____

Oil Description

Length of Oiling Area _____

Width of Oiling Area _____

Percent Cover _____

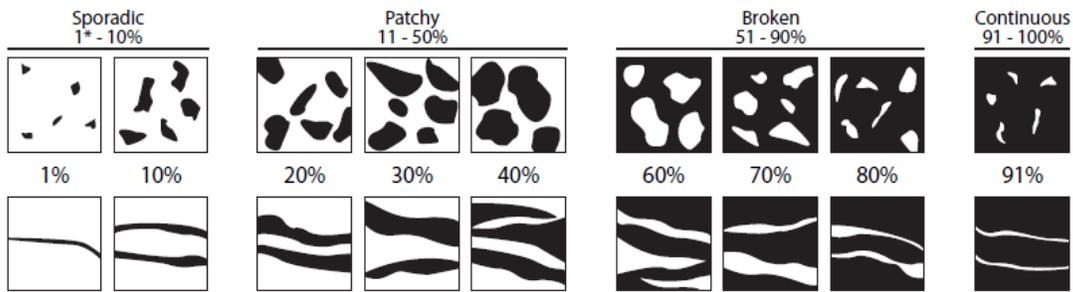
Position: Above High Tide Line _____ Between High Tide Line and Water _____ In Water _____

Clean Up Considerations

Access (Vehicle, Foot, Boat, Other) _____

Reported By _____ **Contact Number** _____

If the information can be safely transmitted, please report the actionable oil to 713-435-1519



* Trace = < 1%

3232 Shoreline Cleanup Options

Sector Houston-Galveston IMD will be populating this Section with resources and information as one of our project goals for 2013. Update will be provided in time for June 2014.

3233 Pre-Beach Cleanup

Sector Houston-Galveston IMD will be populating this Section with resources and information as one of our project goals for 2013. Update will be provided in time for June 2014.

3240 Subsea Well Source Control

The information contained below is a summary intended to provide guidance in the instance of an uncontrolled well blowout. The Responsible Party's Well Containment Plan (e.g. Regional Containment Demonstration) is the authoritative document and should be referenced for response resources and approach. The Well Containment Plan is maintained by the Responsible Party and approved by the Bureau for Safety and Environmental Enforcement (BSEE) prior to permit to drill approval.

A layered approach should be used to respond to a deepwater well control incident that addresses simultaneous response operations at the well site, in the offshore environment and in near shore and shoreline areas. Plans should be implemented, resources deployed and response operations established within these environmental areas to accomplish the following general objectives:

- Ensure the safety of responders and the general public
- Intervene at the well site to stop the flow of oil
- Minimize the spread of oil at the surface
- Protect coastal and natural resources
- Prevent shoreline impact

During a subsea well containment incident, resources should be simultaneously deployed to conduct site surveys, remove debris, cap the well to completely secure the source, contain and collect subsurface oil and drill a relief well.

The information contained in this document can serve as a resource for populating ICS documentation during a response, such as ICS 204 Work Assignments and ICS 215 Operational Work Matrix.

3241 Well Intervention Strategy

Separate and distinct resources should be made available for each part of the well control containment plan or scheduled to accommodate each part of the response. Deepwater well intervention strategies should support the overall response strategies. Specific well intervention strategies should address the following:

Source control response personnel.

Stop the well flow at the sea floor as fast and safely as possible.

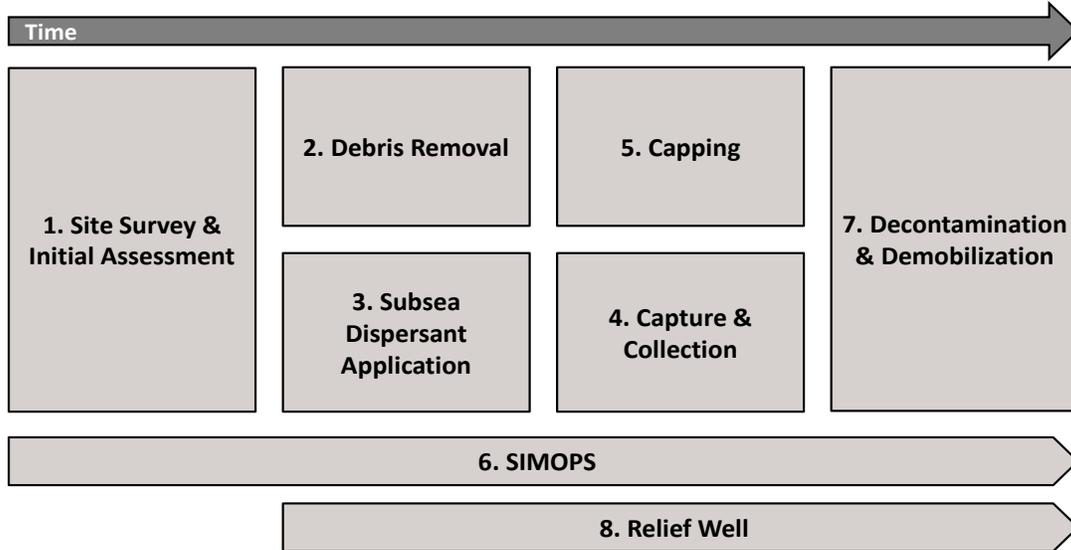
Ensuring no seafloor breaching from the well design or control strategies.

Permanently secure the well thereby securing the source.

The Responsible Party should have the organizational capability, through company personnel, contractors, and consultants or through mutual aid agreements to effectively and safely implement the Well Containment Plan. This includes developing an organizational structure to manage the many facets of a subsea well control incident. This organizational structure should follow ICS principles and can be designated a separate command system or fall within a Responsible Party's existing ICS structure.

3242 Standard Subsea Well Containment Workflow

The below diagram depicts the workflow of standard subsea well containment response operations. These steps may all or in part be present in a response depending on the incident-specific well blowout situation.



The workflow is initiated following the immediate emergency response activities to gain control of the site by facility and local first responders. The first activity in the workflow is a site survey that is typically conducted jointly by spill management (surface) and source control (subsurface) response personnel within the Incident Management Team in order to produce a comprehensive assessment of the incident severity and damage. The site survey and assessment will inform the need for initial source control response resources and prompt the subsequent steps in the workflow by indicating the existence of debris, potential release source(s), status of surface and subsea infrastructure, and general magnitude of the release. Assessment of BOP or wellhead is also included to determine the damage to these items as well as accessing functionality for closing devices (valves, rams) which may restrict or stop the flow of hydrocarbons until the well is killed.

If a subsurface release is identified, the well containment service provider(s) contracted by the Responsible Party should be engaged, if not already, to initiate mobilization of subsea containment equipment. If debris is detected in the site survey, debris removal becomes the critical path activity to ensure a safe working environment and access to the source(s) for intervention.

If the site survey indicates hydrocarbons in the water column and/or volatile organic compounds (VOCs) are detected near or at the site, application of subsea dispersant should be evaluated and the process for deploying the subsea dispersant initiated. Initial assessment should include subsea plume modeling of the release and estimated time and location of hydrocarbons reaching the surface. If VOCs are detected in or around the worksite for subsea intervention activities, the application of dispersant will be necessary to ensure a safe working environment and is therefore an additional critical path activity.

Once the site has been made safe for work and there is access to the source, deployment of capping and/or capture & collection devices can begin. The Responsible Party specifies in the Well Containment Plan submitted with the application for a drilling permit whether the well is designed to be capped and shut in or if the capping device must be integrated with flow lines to transfer hydrocarbons to the surface prior to the well being shut in (called a “cap and flow” scenario). If deployment of the capping device or the decision to shut in the well is delayed capture and collection devices can be deployed to capture hydrocarbons from one or more release points. These capture and collection devices will require surface processing and storage facilities.

Throughout the workflow, simultaneous operations (SIMOPS) must be managed within the designated exclusion zone (surface and subsurface) for source control operations and integrated with the SIMOPS planning for the other areas of operation in the response, such as mechanical recovery on the surface and air operations. Source control SIMOPS planning involves the movement of support vessels (e.g. equipment deployment vessels, supply vessels, capture vessels, shuttle tankers) on the surface as well as equipment installation and operation subsurface. Note: Subsea SIMOPS plan is required by BSEE as part of the RCD (regional containment demonstration) approval.

As the response resources utilized in the source control workflow complete their operations, equipment is decontaminated and demobilized.

Concurrent with the subsea well intervention operations will be the planning and initiation of drilling a relief well. The relief well operations typically extend beyond the decontamination and demobilization of the subsea well containment equipment.

The standard source control workflow activities are described below with key activities, required resources, and a sample of relevant equipment & service providers. The below descriptions provide guidance for the development of subsea well containment response plans and may differ from the Responsible Party's Well Containment Plan.

3242.1 Site Survey & Initial Assessment

Site assessment operations should be conducted to determine the extent of hydrocarbon release, damage to the well, chart damaged structures and equipment, and plan debris removal operations to gain safe access to the well. Initial assessments can also indicate whether specialized subsea intervention tools are needed.

<p>Key Activities</p>	<p>Deploy ROVs to inspect well site</p> <p>Install acoustic positioning system</p> <p>Test surface air quality</p> <p>Map debris field</p> <p>Determine wellhead & BOP damage, subsea structure integrity, wellhead inclination</p> <p>Determine source(s) of hydrocarbon release geometry and plume modeling of release point(s)</p> <p>Provide continuous ROV video and data feed to support facilities (intervention vessels, command posts, etc.)</p> <p>Conduct air monitoring at surface</p>
<p>Required Resources</p>	<p>ROVs with support vessel and operator(s)</p> <p>Vessel(s) equipped with air monitoring equipment</p>
<p>Example Equipment and Service Providers</p>	<p>Oceaneering (ROV operations)</p> <p>C&C Technologies (positioning & communications)</p> <p>Deep Down (mapping)</p>

3242.2 Debris Removal

Debris removal is conducted as needed to make the site safe for work and allow access to the source so that well intervention and capping operations can be conducted. Debris removal is a dynamic aspect of the well control schedule due to the inability to accurately predict the size and scope of the operation.

<p>Key Activities</p>	<p>Cut/remove choke and kill lines Install rigging on riser, cut riser sections and recover Install rigging on LMRP/BOP, unlatch connectors and recover Clear all other debris that could impede well control operations Provide a clear chain of custody for any debris recovered Identify and maintain a “wet store” area</p>
<p>Required Resources</p>	<p>Multi Service type vessels with Dynamic Positioning class 2 capabilities and 6000 square feet of deck space with properly rated heave compensated cranes Rough cut equipment Smooth cut equipment Rigging Riser clamps ROVs (2) with support vessels and crew Subsea hydraulic power unit (HPU) for depths greater than 3000 ft</p>
<p>Example Equipment and Service Providers</p>	<p>Wild Well Control Oceaneering Delmar</p>

3242.3 Subsea Dispersant Application

Subsea dispersant is used to enable a safe working environment by accelerating the breakdown of hydrocarbons below the surface and minimizing volatile organic compounds (VOCs) on the surface. Subsea dispersant can be injected into the flow of hydrocarbons from a release point. Application rates and methods will vary based on conditions.

<p>Key Activities</p>	<p>Develop dispersant application (rate and location(s)) plan and monitoring plan</p> <p>Apply for approval to use subsea dispersant through Federal On-Scene Coordinator (FOSC) and respective Regional Response Team (RRT)</p> <p>Mobilize dispersant injection system and dispersant supply install dispersant injection system offshore</p> <p>Conduct monitoring and reporting per approved plan</p> <p>Activate replenishment vendor</p>
<p>Required Resources</p>	<p>Subsea dispersant chemical (e.g. COREXIT 9500)</p> <p>Pump (4-10 gpm)</p> <p>Dispersant injection system with hose/umbilicals</p> <p>Coil tubing unit</p> <p>ROV vessel & operator</p> <p>Equipment deployment vessel</p> <p>Dispersant supply vessel</p> <p>Monitoring equipment & crew</p>
<p>Example Equipment and Service Providers</p>	<p>Well Containment Provider: HWCG, MWCC</p> <p>Wild Well Control</p> <p>Oceanengineering (dispersant injection system)</p> <p>Nalco (COREXIT 9500)</p> <p>Deep Down</p> <p>EM&A (monitoring)</p>

3242.4 Capping

The Responsible Party is responsible for developing and implementing plans for capping operations. Initial operations should address mobilization of the capping device and deployment of all support equipment to the well site. The type of equipment and procedures to be used will be outlined in the Responsible Party's Well Containment Plan.

<p>Key Activities</p>	<p>Pre-mobilization testing and preparation of the capping stack</p> <p>Mobilization and deployment of capping stack and support equipment (e.g. hydraulic accumulator for subsea controls)</p> <p>Development and execution of plan to for wellhead straightening if needed to properly install the capping stack</p> <p>Install capping stack and hydraulic system</p> <p>Hydrate remediation</p> <p>Examination of the well structural integrity to contain pressure and determine shut-in, top kill, or transition to cap & flow</p> <p>Secure the well with a capping stack</p> <p>Secure the well with a BOP</p> <p>Conduct top kill operation</p>
<p>Required Resources</p>	<p>Capping stack that is rated for the water depth and well pressure with the appropriate connector</p> <p>Deployment vessel with sufficient lift capacity for capping stack and support equipment (e.g. deep sea intervention vessel, anchor handling vessel with 40' A frame)</p> <p>ROVs (min. 3) with support vessel(s) and crew</p> <p>Hydraulic power unit</p> <p>Hydrate inhibition system and methanol supply</p> <p>Wellhead straightening equipment</p> <p>Top kill equipment (drill pipe, light duty intervention system or riser assembly, manifolds, high pressure flexible flow lines)</p>
<p>Example Equipment and Service Providers</p>	<p>Well Containment Provider: HWCG, MWCC</p> <p>Nalco</p> <p>Wild Well Control</p> <p>Trendsetter Engineering, Inc.</p> <p>Delmar (wellhead straightening, capping stack installation)</p> <p>Oceaneering (hydrate inhibition)</p>

3242.5 Capture & Collection

Capture & collection operations apply to subsea hydrocarbon collection in the interim of or simultaneous to the execution of the capping solution. It also refers to the integration of flow lines with the capping device to transfer hydrocarbons to the surface in the instance of a cap and flow scenario. In this instance an intervention riser system can be used to direct the release for processing, transfer, and offloading of oil to a shuttle vessel.

<p>Key Activities</p>	<p>Placing “Top Hats” or other collection devices over the source to capture the oil</p> <p>Hydrate remediation</p> <p>Transferring the captured oil to a marine capture vessel or well test vessel</p> <p>Processing the captured oil into gas and transportable oil</p> <p>Venting and burning the processed gas</p> <p>Transferring the processed oil to a tank vessel or barge using a floating transfer hose</p> <p>Transporting oil to shore</p> <p>Destination facilities on shore to store the oil</p>
<p>Required Resources</p>	<p>Top Hat (one or more), Riser Insertion Tube Tool (RITT), or other collection device</p> <p>Drill ship or rig for equipment deployment and flow-back</p> <p>Subsea riser assembly</p> <p>Hydrate inhibition system and methanol supply</p> <p>Topsides processing facility (oil/water and oil/gas separation, gas flaring)</p> <p>Shuttle tankers or barges for lightering/offloading</p> <p>Offloading transfer hoses and hawsers</p>
<p>Example Equipment and Service Providers</p>	<p>Well Containment Provider: HWCG, MWCC</p> <p>Wild Well Control</p> <p>Trendsetter Engineering, Inc.</p> <p>Schlumberger (well test package)</p> <p>InterMoor (offloading/lightering)</p> <p>Oceaneering (hydrate inhibition)</p> <p>Hornbeck Offshore</p> <p>Helix Energy Solutions</p> <p>Nalco</p>

3242.6 Simultaneous Operations (SIMOPS)

Simultaneous operations (SIMOPS) is a formal written process and defined as performing two or more operations concurrently that might cause conflicts with one another in normal or emergency situations. SIMOPS should be coordinated to ensure safe and efficient operations between all marine and subsea assets deployed in support of the incident.

<p>Key Activities</p>	<p>Identify the SIMOPS hierarchy and priorities for the major scopes of work between surface oil spill response, all well control and intervention operations and safety and monitoring operations</p> <p>Outline high-level SIMOPS decision-making steps and provide detailed SIMOPS process and procedures to follow by all responders</p> <p>Conduct HAZID or HAZOPs on all SIMOPS activities</p> <p>Provide a detailed communications plan to ensure that all responders understand and abide by SIMOPS requirements</p> <p>Establish a SIMOPS area/zone - minimum 500 meters, but up to 2 to 5 nautical miles with holding areas.</p> <p>Coordinate and schedule all activities within the SIMOPS area</p> <p>Arrange for the transport of all well control materials to the site</p> <p>Create and maintain SIMOPS plan detailing organization and process flow</p> <p>Maintain constant communications within the source control group and with other Operations functions (e.g., Air Operations, Emergency Response)</p>
<p>Required Resources</p>	<p>Support Vessels (type and amount to be determined)</p> <p>Communications package (e.g., AIS, transponder frequencies, bandwidth requirements, etc)</p> <p>Subsea/ROV video feed area for guiding and supporting subsea operation</p> <p>SIMOPS Operations Center</p>
<p>Example Equipment and Service Providers</p>	<p>To be manned by Responsible Party</p>

3242.7 Decontamination & Demobilization

Decontamination (decon) must be conducted as soon as equipment has been mobilized to prevent cross contamination of relatively clean environments. Decon stations should be established at the entry/exit of ports that support the Source Control efforts of the response. Vessels may be required to go through a gross decon at the entrance to a port prior to entry.

<p>Key Activities</p>	<p>Gross decon of vessels prior to entering a port Booming off a vessel at berth within the port Hazardous waste disposal Final decon prior to demobilization from the incident Large vessels may require final decon at a shipyard Rigs or drill ships will require final decon offshore since these vessels by design cannot enter most commercial waterways due to draft limitations</p>
<p>Required Resources</p>	<p>Multiple small boats Containment Boom Pressure Washers Sorbents</p>
<p>Example Equipment and Service Providers:</p>	<p>Local OSROs Shipyards (for rigs & large vessels)</p>

3242.8 Relief Well

Plans for drilling a relief well to stop the flow of oil or to permanently secure the well should be implemented at the beginning of an assumed worst case discharge and run simultaneously with all other well intervention operations. Relief well locations are identified in the Well Containment Plan.

Key Activities	Identify relief well location based off of the well containment plan Source two rigs to drill the well(s) Apply for all applicable permits
Required Resources	Drilling rig(s) Kill fluid Supply vessels Stimulation Vessels, if available Ranging equipment Dynamic kill modelling/calculations
Example Equipment and Service Providers	Wild Well Control Noble Drilling Ensco Maersk Drilling Transocean Other rig operators or mutual aid through other oil/gas operators

3243 Initial Source Control Response Checklist

Below are immediate actions to be taken during the initial response to a subsea well control incident:

Initial Source Control Response Checklist	
1.	Determine if the well is covered by a well containment provider, such as Helix Well Containment Group (HWCG), Marine Well Containment Company (MWCC) or Wild Well Control (WWC) Reference the well containment plan submitted with the drill permit application
	<ul style="list-style-type: none"> • Contact the well containment provider to activate response resources <ul style="list-style-type: none"> a. HWCG: 1-888-225-1721 b. MWCC: 1-888-535-6922 c. WWC: 1-(281) 784-4700
	<ul style="list-style-type: none"> • Secure one or more drill ships for capture & collection operations
	<ul style="list-style-type: none"> • Initiate the approval process to transport and apply subsea dispersant

Initial Source Control Response Checklist (cont.)
<ul style="list-style-type: none"> • Secure deployment vessels for the capping stack and other containment equipment
<ul style="list-style-type: none"> • Establish a shore base to stage containment equipment
<ul style="list-style-type: none"> • Initiate the manufacture of the subsea dispersant chemical resupply

3244 Well Containment Equipment & Service Providers

Helix Well Containment Group

HWCG is a consortium of deepwater operators in the Gulf of Mexico who have come together with the common goal of expanding capabilities to quickly and comprehensively respond to a blowout to protect employees, communities, and the environment. HWCG uses a combination of dedicated equipment existing technologies in the Gulf of Mexico to provide a fast, efficient solution to well control incident. Additionally, HWCG's members have a mutual aid agreement in place for subject matter experts within each company to be available to assist with Source Control management if needed.

HWCG's Containment System consists of the following core components:

- Q4000
- Helix Producer 1
- 18 3/4" 15k Dual Ram Capping Stack
- 13 5/8" 10k Dual Ram Capping Stack with subsea hydraulic accumulator
- Vetco and Cameron HC and H4 (2) Wellhead Connectors
- Intervention Riser System
- SAM Unit
- Top Hat
- High Pressure / High Temperature Transfer Line
- MUX System

Additional information equipment specifications can be found by contacting HWCG at 713-341-5000

Marine Well Containment Company

Marine Well Containment Company (MWCC) was formed as an independent, not-for-profit, co-operative company to address well containment in the U.S. Gulf of Mexico. MWCC is committed to developing, maintaining, and advancing well containment capabilities for its members. During a response, MWCC mobilizes the containment equipment requested by the Responsible Party to the designated shore base location(s) and supports the Responsible Party's development of plans for the installation and operation of MWCC's equipment.

MWCC's Containment System consists of the following core components:

- Capping
 - 18-3/4" 15kpsi single ram capping stack with subsea hydraulic accumulator
 - 18-3/4" 6.6kpsi single valve capping stack
 - GE/Vetco H4 and Cameron HC wellhead connectors (available for both capping stacks)
- Hydrate Inhibition
 - Subsea methanol injection and distribution system

- Rental of pumps and umbilical equipment (on retainer contract)
- Subsea Dispersant
 - Approximately 200,000 gallons of COREXIT 9500 subsea dispersant chemical
 - Subsea Dispersant Injection System
- Capture & Collection
 - Top hat containment devices (5) with multiple configurations
 - Containment chambers (2)
 - Mutual aid drill ships (3) with total capacity of 45,000-60,000 BFPD and 120 MSCFD
 - Manifold & riser system
 - Hawser system and floating offloading hoses (on contract)

Additional information on MWCC's equipment and services is in the MWCC Containment System Functional Specification.

Wild Well Control

Wild Well Control has delivered firefighting, well control and related engineering services globally since 1975, responding to over 2700 well control and pressure control emergencies to date. Wild Well Control provides experienced personnel who can support SIMOPS, relief well, well kill, debris removal, safety, capping and containment operations for a Source Control event. Additionally, the following equipment is also available for its members as part of the global, air transportable package rated for 10,000 ft water depth:

- Capping Stack
 - 18 ¾", 15,000 psi, CIW TL
 - Double Rams
 - Single Ram
 - Drilling Spool
 - 5" Vector Connectors for flow back capability
 - Acoustical data acquisition system
- Subsea Dispersant System
 - 3500 ft of 1 inch, non-collapsible chemical hose
 - Assortment of applicators
 - Assortment of Coil Tubing Connectors
 - Distribution Manifold and Routing Manifold
- Debris Removal Equipment
 - 2500/660 Shears
- Subsea Hydraulic Power Unit
 - Control Van
 - Work Van
 - Launch and Recovery System
 - 1200 gallon reservoir
 - Umbilical and winch

3245 Sample Equipment & Service Provider Contacts

The below list is a sample of contractor companies within the U.S. Gulf of Mexico that can provide equipment and services for a subsea well containment response.

Company	Phone	Website
Deep Down	(281) 517-5000	www.deepdowncorp.com
Delmar	337-365-0180	www.delmarus.com
Fugro Chance	713-346-3700	www.fugrochance.com
Helix Well Containment Group	888-225-1721	www.hwcg.org
Hornbeck Offshore	985-727-6945	www.hornbeckoffshore.com
InterMoor	800-451-8106	www.intermoor.com
Maersk Drilling	713-783-9409	www.maerskdrilling.com
Marine Well Containment Company	888-535-6922	www.marinewellcontainment.com
Nalco	(281) 263-7000	www.nalco.com
Oceaneering	713-329-4500	www.oceaneering.com
Seacor Marine	(281) 899-4800	www.seacormarine.com
Schlumberger	(281) 285-1300	www.slb.com
Superior Energy Services	(281) 784-4780	www.superiorenergy.com
Technip	(281) 870-1111	www.technip.us
Transocean	713-232-7500	www.deepwater.com
Trendsetter Engineering, Inc.	(281) 465-8858	www.trendsetterengineering.com
Wild Well Control	(281) 784-4700	www.wildwell.com

3246 Glossary of Terms

This glossary contains definitions for a sample of terms that are included in the document or are relevant to subsea well containment operations.

Term	Definition
BOP – Blowout Preventer	A large pressurized sealing device installed at the top of a wellhead that can be closed using a series of rams to stop and seal the pressure and flow of formation fluids. It can be remotely operated from the surface from drill rig or drillship, or locally using ROVs.
Capping operation	Installation of a containment device, such as a capping stack or BOP, onto a well for the purposes of shutting in the well to stop the uncontrolled release of hydrocarbons.
Cap & flow operation	Integration of flowlines with a containment device to flow hydrocarbons from a subsea release point to the surface for processing, storage, and transportation away from the site.
Capture & collection devices	Devices that are deployed subsea to funnel hydrocarbons from a release point to a containment vessel on the surface

	via drill pipe. Examples include top hats, riser insertion tube tools, and containment chambers or domes.
Containment Chambers or Domes	Encapsulates a parted/broken riser or other hydrocarbon release point to funnel hydrocarbons to the surface via drill pipe.
DP - Dynamic Positioning	Computer-controlled propulsion capability for drillships and drilling rigs that enables the vessels to maintain its station or location using thrusters in addition to normal propulsion.
LMRP – Lower Marine Riser Package	Component that is installed on top of a BOP during a drilling operation as an interface between then riser and BOP.
Riser Insertion Tube Tool (RITT)	Inserts into the end of a parted or broken riser to capture hydrocarbons and provide a conduit to the surface.
Top Hat	Non-pressurized, non-sealing device placed over a hydrocarbon release point (e.g. from the LMRP, BOP, or wellhead) and funnels the hydrocarbons to a containment vessel on the surface via drill pipe.
Well Control Plan	Document that contains the high-level operational strategy and resources for responding to a subsea, surface or land blowout of a given well. Other common names include Blowout Contingency Plan (BCP), Well Control Emergency Response Plan (WCERP), or Well Containment Plan (WCP).
Wet Store	Temporary subsea storage area that can be used for storing equipment or debris.
Volatile Organic Compounds (VOCs)	Organic chemicals released as part of the “light ends” or vapors from hydrocarbons, including unrefined crude oils which impose health hazards when exposed to above minimal levels established by incident industrial hygienist or government agencies. (e.g., Benzene, Toluene, Styrene)

3250 Oil Spill Applied Technologies (Dispersants, In-Situ Burn, Surface Washing Agents, and Bioremediation)

3251 Dispersants

3251.1 Dispersant Operations Group Supervisor

The Dispersant Operations Group Supervisor is responsible for coordinating all aspects of a dispersant operation. For aerial applications, the Group works closely with the Air Tactical Group Supervisor.

- The major responsibilities of the Dispersant Operations Group Supervisor are:
- Obtain briefing from person relieving.
- Receive briefing from supervisor.
- Identify resources assigned to the Division/Group.
- Provide the IAP to subordinates, as needed.
- Review Division/Group assigned tasks and incident activities with subordinates.
- Implement IAP for Division/Group.
- Supervise Division/Group resources and make changes as appropriate.

- Ensure through chain of command that Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks.
- Submit situation and resources status information to the Branch Director or the OSC as directed.
- Report hazardous situations, special occurrences, or significant events, e.g., accidents, sickness, discovery of unanticipated sensitive resources, to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period, as requested.
- Consider demobilization well in advance.
- Debrief as directed at the end of each shift.
- Determine resource needs.
- Assist the Planning Section in the development of dispersant operations and monitoring plans.
- Implement approved dispersant operations and monitoring plans.
- Manage dedicated dispersant resources.
- Coordinate required monitoring.
- Maintain Unit Log (ICS 214-CG).

3251.2 Dispersant Options

General

Within the Gulf region, an operational dispersant capability has been developed. BOEMER regulations require operators of offshore facilities to maintain a dispersant plan.

However, based on the events surrounding Deepwater Horizon, there will be unforeseen legal matters that will arise when dispersants are decided to be used again for the safety of our responders and to minimize further damages to the environment. Unified Command members, the FOSC, and other decision makers in the use of dispersants shall review the below consultation guidance, as well as ensure compliance with the latest RRT VI guidelines for dispersant use. To obtain a copy of the latest policy contact the USCG District Eight Response Advisory Team at (504) 589-6255 during the day or (504) 589-6225 after hours.

Pre-authorization:

The Federal On-Scene-Coordinator (FOSC) must utilize the decision making process as defined in the FOSC Pre-approved Dispersant Use Manual to determine the applicability of dispersants as a response option for a specific spill response. The RRT will be notified by the FOSC of an approval to initiate dispersant operations within three hours after the approval has been given to the RP.

For all dispersant operations, the FOSC must activate the Special Monitoring of Applied Response Technologies Monitoring Program (SMART) monitoring team.

Consultants

Before authorization can be given to use dispersants, the Unified Command, specifically the FOSC, shall consult with the RRT when dispersants is intended or is requested to be used. FOSCs shall be aware of the latest advisory regarding federalized dispersant operations to ensure proper guidance and direction is given to the respective incident management team on the use of dispersants. And though intended mainly for federalized dispersant operations, the guidance certainly is applicable for responses where there is an identified Responsible Party. Lastly, this new guidance has not changed the current pre-approved authorizations and established monitoring policies; and as such, when discussing any dispersant plans with the RRT, it should be reference whether the intended or requested use of dispersants is located in an already pre-authorized location, with a dispersant already listed on the NCP Product Schedule.

Potential Legal Obstacles to Federalized Dispersant Operations in the Post Deepwater Horizon Operating Environment, USCG Message, Dated 11 October 2012, N16450

Dispersant Stockpile – See GRP.

Air Force Memorandum of Agreement.

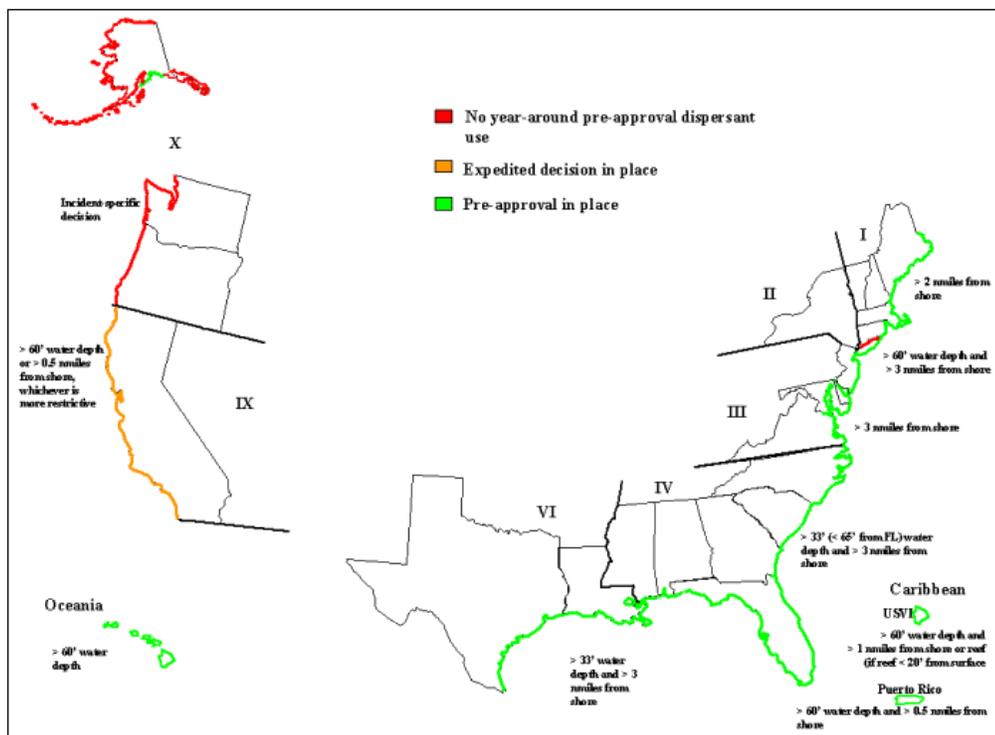
COMDTNOTE 16465 dated September 30, 1996 distributed a Memorandum of Agreement (MOA) between the Coast Guard and the United States Air Force (USAF) which provides for the use of USAF resources 910th Airlift Wing located at Youngstown Air Reserve Station, Ohio.

3251.3 Dispersant Checklists

See Region VI FOSC Pre-Approval Guidelines

3251.4 Preauthorized Zones – Region VI

The pre-approved area includes offshore waters “from the ten-meter isobath or three nautical miles”, whichever is farthest from the shore, to 200 nautical miles offshore (Exclusive Economic Zone boundary), beginning from the Texas-Mexico border and extending through the states of Texas and Louisiana to the boundary between federal Regions IV and VI.



3251.5 Dispersant Response Plan Worksheet

DISPERSANT OPERATION PLAN CHECKLIST

(Completed by Dispersant Operations Group Supervisor)

GENERAL

	Incident Name: _____
	Vessel or Facility Name: _____
	Date/Time Spill Occurred: _____
	Location of the Spill: _____ LAT _____ LONG _____
	Amount/Type of Oil Spilled: _____ / _____
	Dispersant Type: _____

WEATHER ON SCENE

	Wind Speed and Direction: _____
	Visibility & Precipitation: _____
	Sea State: _____
	Ceiling: _____

DISPERSANT USE PRE-BRIEF - PLATFORM ASSIGNMENTS:

	TITLE	PLATFORM/PERSONNEL NAMES	TACTICAL CALL SIGN	ETD TO SITE	ETA TO SITE
	Spotter(s)	_____	_____	_____	_____
	Sprayer(s)	_____	_____	_____	_____
	Observer(s)	_____	_____	_____	_____
	Monitor(s)	_____	_____	_____	_____

PLATFORM ASSIGNMENTS / IDENTIFICATION OF OPERATIONAL AREA BOUNDARIES :

	TITLE	AIRCRAFT DESIGNATOR	LAT	LONG	ALTITUDE
	ENTRY:	_____	_____	_____	_____
	EXIT:	_____	_____	_____	_____
	SPILL SITE:	_____	_____	_____	_____
	LOCATION OF OPERATIONAL AREA: _____ (Attach Map, GPS Coordinates, etc.)				

DISPERSANT OPERATION PLAN CHECKLIST

(Completed by Dispersant Operations Group Supervisor)

AIRCRAFT SEPARATION ALTITUDES:

	AIRCRAFT/CALL SIGN	SPRAY ALTITUDE	OPERATIONS ALTITUDE
<input type="checkbox"/>	Spotter _____	_____ N/A _____	_____
<input type="checkbox"/>	Sprayer _____	_____	_____
<input type="checkbox"/>	Observer _____	_____ N/A _____	_____
<input type="checkbox"/>	Sprayer _____	_____	_____

DISPERSANT INFORMATION:

<input type="checkbox"/>	Dispersant Name: _____
<input type="checkbox"/>	Source of Dispersant: _____
<input type="checkbox"/>	Application Rate per Sortie: _____ gal/acre Number of Sorties Planned: _____
<input type="checkbox"/>	Total Amount of Dispersant to be Used per Sortie: _____
<input type="checkbox"/>	Sprayer Platform: _____
<input type="checkbox"/>	Swath Width: _____ (ft) _____ (ft) _____ (ft)

COMMUNICATIONS (complete only as needed; primary/secondary):

<input type="checkbox"/>	Air to Air: VHF _____ UHF _____ Other _____
<input type="checkbox"/>	Air to Vessel: VHF _____ UHF _____ Other _____
<input type="checkbox"/>	Air to Ground: VHF _____ UHF _____ Other _____
<input type="checkbox"/>	Ground to Vessel: VHF _____ UHF _____ Other _____
<input type="checkbox"/>	Vessel to Vessel: VHF _____ UHF _____ Other _____

POST DISPERSANT USE INFORMATION (Fill Out For Each Sortie)

	SORTIE		
	1	2	3
<input type="checkbox"/>	Total Amount of Dispersant Used: _____	_____	_____
<input type="checkbox"/>	Time Dispersant Application Began: _____	_____	_____
<input type="checkbox"/>	Time Dispersant Application Ended: _____	_____	_____
<input type="checkbox"/>	Number of Passes Per Sortie: _____	_____	_____

DISPERSANT OPERATION PLAN CHECKLIST

(Completed or used by all personnel within Dispersant Group if applicable)

OBSERVATIONS:

What happened when the dispersant contacted the spill? (Describe any apparent change in visible concentration, color, etc.)

Did the oil reappear after the application? (Refer to Observer's Log)

DEBRIEF (To be facilitated by the Dispersant Operations Group Supervisor with input from dispersant group elements):

Did the dispersant operation follow the approved Dispersant Operations Plan?

What problems were encountered?

What recommendations would you make?

OTHER:

DISPERSANT GROUP PERSONNEL SHOULD PROVIDE FEEDBACK TO THE DISPERSANT OPERATION GROUP SUPERVISOR

3251.6 SMART Protocol

When dispersants are used during spill response, the Unified Command needs to know whether the operation is effective in dispersing the oil. The SMART dispersant monitoring module is designed to provide the Unified Command with real-time feedback on the efficacy of dispersant application. Data collected in Tier III of the SMART dispersant protocol may be useful for evaluating the dilution and transport of the dispersed oil. **SMART does not monitor the fate, effects, or impacts of dispersed oil.**

Dispersant operations and the need to monitor them vary greatly. Therefore, SMART recommends three levels (or tiers) of monitoring.

Tier I employs the simplest operation, visual monitoring.

Tier II combines visual monitoring with on-site water column monitoring teams that use fluorometry at a single depth with water-sample collection for later analysis.

Tier III expands fluorometry monitoring to several water depths, may use a portable water laboratory, and calls for additional water samples for lab analysis.

3251.7 Types of Equipment Required

- Aerial Application
- Air Tractor
- Spray Equipped Aircraft (DC-3, DC-4, C-130)
- Helicopter
- Vessel Application
- Fire monitor arrangement

SMART monitoring and operations information and checklists can be found in the Special Monitoring of Applied Response Technologies guidance document developed by the USCG, EPA, NOAA, CDC, and MMS dated 2006.

[Special Monitoring of Applied Response Technologies Protocol](#)

3252 In-Situ Burn (ISB)

3252.1 In-Situ Burn Operations Group Supervisor

The In-Situ Burn Operations Group Supervisor is responsible for coordinating all aspects of an in-situ burn operation.

The major responsibilities of the Dispersant Operations Group Supervisor are:

- Obtain briefing from person relieving.
- Receive briefing from supervisor.
- Identify resources assigned to the Division/Group.
- Provide the IAP to subordinates, as needed.
- Review Division/Group assigned tasks and incident activities with subordinates.
- Implement IAP for Division/Group.
- Supervise Division/Group resources and make changes as appropriate.
- Ensure through chain of command that Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.

- Determine need for assistance on assigned tasks.
- Submit situation and resources status information to the Branch Director or the OSC as directed.
- Report hazardous situations, special occurrences, or significant events, e.g., accidents, sickness, discovery of unanticipated sensitive resources, to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period, as requested.
- Consider demobilization well in advance.
- Debrief as directed at the end of each shift.
- Determine resource needs.
- Assist the Planning Section in the development of in-situ burn operations and monitoring plans.
- Implement approved in-situ burn operations and monitoring plans.
- Manage dedicated in-situ burning resources.
- Coordinate required monitoring.
- Maintain Unit Log (ICS 214-CG).

3252.2 ISB Options

“In-Situ” burning has been successfully used as a viable technique for mitigating oil spills off shore and in a marsh type environment. This is especially true of areas that have mostly grassy vegetation with little or no woody vegetation. In a grassy marshland environment, an “In-Situ” burn may produce less long-term damage to the environment than traditional mechanical cleanup methods.

RRT VI guidelines for “In-Situ” burn use must be consulted. To obtain a copy of the latest policy, contact the USCG District Eight Marine Safety Division at (504) 589-6255 during the day or (504) 589-6225 after hours.

Additionally, review the resources and information provided on the TGLO Toolkit:
<http://www.glo.texas.gov/what-we-do/caring-for-the-coast/oil-spills/toolkit/index.html>

3252.3 In-Situ Burning Checklists

IN-SITU BURNING OIL SPILL RESPONSE CHECKLIST

The following checklist is provided as a summary of important information to be considered by the Federal On-Scene Coordinator (FOSC) in reviewing any request to conduct in-situ burning in response to an offshore oil spill in the Gulf of Mexico.

1. **SPILL DATA** (To be completed by Responding Party and submitted to FOSC)

- A. Name of incident: _____
- B. Date and time of incident: Month/Day/Year _____ Time _____
- C. Incident: Grounding _____ Transfer Operation _____ Collision _____
Blowout _____ Pipeline Rupture _____ Explosion _____ Other _____
- D. Did spill source ignite? Yes _____ No _____
Is source still burning? Yes _____ No _____
- E. Spill Location: Latitude _____ Longitude _____
- F. Distance (in miles) and direction to nearest land: _____
- G. Product(s) released: _____
- H. Product(s) Easily Emulsified? Yes _____ No _____ Uncertain _____
- I. Product(s) already emulsified upon release? No _____
Light emulsion (0-20%) _____ Moderate emulsion (21-50%) _____
Heavy emulsion (>51%) _____ Unknown _____
- J. Estimated volume(s) of product(s) released: _____ Gals/Bbls
_____ Gals/Bbls
- K. Estimated volumes of product that could still be released:
Name _____ Gals _____ Bbls _____
Name _____ Gals _____ Bbls _____
- L. Release status: Continuous _____ Estimated rate _____
Intermittent _____ Estimated rate _____
One time only ("batch" spill), flow now stopped _____
- M. Estimate area of spill:
Approximate date/time _____ Surface area _____ sq. mi. (Stat ___ Naut ___)
Approximate date/time _____ Surface area _____ sq. mi. (Stat ___ Naut ___)
Approximate date/time _____ Surface area _____ sq. mi. (Stat ___ Naut ___)

2. **WEATHER AND WATER CONDITIONS AT TIME & LOCATION OF SPILL**

(To be completed by responding party and submitted to FOSC)

- A. Temperature: Air _____(°F) Water _____(°F)
- B. Weather: Clear _____ Partly Cloudy _____ Heavy Overcast _____
Rain _____(heavy _____ Moderate _____ light _____)
Fog _____(type & amount at spill source _____)
(type & amount at burn site _____)
- C. Tidal Condition: Slack Tide _____ Flood _____ Ebb _____

IN-SITU BURNING OIL SPILL RESPONSE CHECKLIST

- H. Methods that will be used (prior to ignition) to notify residents in areas where smoke could conceivably drift into or over such areas: _____
- I. Type of igniter proposed for use: _____
- J. Helicopter(s) needed to deploy igniters? No _____ Yes _____
 Name of company and type of helicopter to be used: _____

 FAA approval already granted to company for use of igniter: Yes _____ No _____

 Awaiting FAA approval or verification of prior approval: _____
- K. Burning promoters or wicking agent proposed for use? Yes _____ No _____
 If yes, give type and amount: _____
- L. Describe proposed method of deployment for Igniter(s): _____

 Burning Promoter(s): _____

 Wicking Agent(s): _____
- M. Describe method for oil containment, if any: _____
- N. Proposed location of oil containment relative to spill source: _____
- O. Proposed burning strategy:
 _____ Immediate ignition at or near source
 _____ Ignition away from source after containment and movement to safe location
 _____ Ignition of uncontained slick(s) at a safe distance
 _____ Controlled burning in boom or natural collection site at/near shore
 _____ Possible need for multiple ignition attempts
- P. Estimated amount of oil to be burned: _____
- Q. Estimate duration of each burn; _____
 Total possible burn period _____
- R. Estimated smoke plume trajectory: _____
- S. Method for collecting burned oil residue: _____
- T. Proposed storage & disposal of burned oil residue: _____

4. **WEATHER AND WATER CONDITIONS FORECAST FROM TIME OF SPILL** (to be completed by NOAA SSC)

- A. Wind Speed (knots): 24-hour projection _____ 48-hour projection _____
- B. Wind Direction (from): 24-hour projection _____ 48-hour projection _____
- C. Sea Conditions: 24-hour projection: Flat calm _____ Light wind-chop _____
 Wind-Waves: <1 ft. _____ 1-3 ft. _____ > 3 ft. _____
 Swell (est. height in ft.) _____

 48-hour projection: Flat calm _____ Light wind-chop _____
 Wind-Waves: <1 ft. _____ 1-3 ft. _____ > 3 ft. _____
 Swell (est. height in ft.) _____

IN-SITU BURNING OIL SPILL RESPONSE CHECKLIST

D. Tidal Information:

Date _____ High (time/height) _____ / _____
Low (time/height) _____ / _____

Date _____ High (time/height) _____ / _____
Low (time/height) _____ / _____

Date _____ High (time/height) _____ / _____
Low (time/height) _____ / _____

Date _____ High (time/height) _____ / _____
Low (time/height) _____ / _____

E. Predicted Dominant Current (net drift): Speed _____ Direction (to) _____

5. **PREDICTED OIL BEHAVIOR** (to be completed by NOAA SSC)

A. Unburned Oil Forecast: Estimated trajectory (attach sketch if necessary): _____

B. Expected area(s) and time(s) of land fall:

Location _____ Date/Time _____

Location _____ Date/Time _____

Location _____ Date/Time _____

Location _____ Date/Time _____

C. Estimated percent naturally dispersed and evaporated:

Within first 12 hours: _____

Within first 24 hours: _____

Within first 48 hours: _____

6. **RESOURCES AT RISK** (to be completed by resource agencies)

A. Habitats:

Sheltered Tidal Flats _____

Coastal Marshes _____

Etc. _____

B. Biological Resources: Are marine mammals, turtles or concentrations of birds noted in the burn area? Yes _____ No _____

Endangered/Threatened Species _____

Non-Endangered/Treatened Species _____

C. Historic and Archaeological Resources:

D. Commercial Harvest Areas:

7. **FEDERAL ON-SCENE COORDINATOR'S EVALUATION OF RESPONSE OPTIONS** (to be completed by FOSC)

A. Is *in-situ* burning likely to result in the elimination of significant volumes of spilled oil?

Yes _____ No _____

B. Will the use of *in-situ* burning interfere with (or in any way reduce the effectiveness of) mechanical recovery and/or dispersant application? Yes _____ No _____

IN-SITU BURNING OIL SPILL RESPONSE CHECKLIST

If yes, do the potential benefits of burning outweigh the potential reductions in effectiveness of mechanical/dispersant use? Yes _____ No _____

- C. Can *in-situ* burning be used safely, and with an anticipated overall reduction in environmental impact (compared with the decision not to burn)? Yes _____ No _____
- _____
- _____
- _____

8. **FEDERAL ON-SCENE COORDINATOR'S DECISION REGARDING *IN-SITU* BURNING** (to be completed by FOSC)

- A. _____ Do Not Conduct *In-Situ* burn.
- B. _____ *In-Situ* burn may be conducted in limited or selected areas
- C. _____ *In-Situ* burn may be conducted as requested.

Note: If the FOSC approves of *in-situ* burning, local media and residents in areas within the potential smoke plume trajectory must be notified prior to initiating the burn.

Signature of FOSC: _____

Printed Name of FOSC: _____

Time and Date of Decision: _____

3252.4 Preauthorized Zones

There are no preauthorized zones for ISB.

3252.5 Types of Equipment

For a listing of equipment required, refer to Section 9240.14-1, and consult with your contracted Oil Spill Response Organization and the U.S. Coast Guard National Strike Force Coordination Center.

3252.6 In Situ Burn Links

RRT 6 in Situ Burn Plan Part 1 (March 14, 1994):

http://www.losco.state.la.us/pdf_docs/isb_plan_part1_operations.pdf

RRT 6 in Situ Burn Plan Part 2 (March 14, 1994):

<http://www.rrt6.org/Uploads/Files/Approvals%20--%20RRT%20VI%20Pre-Authorization%20for%20In-Situ%20Burn%20--%20Part%202%20--%20Information%20--%201994.pdf>

RRT 6 Guidelines for Inshore/Near shore In situ burns:

<http://www.rrt6.org/Uploads/Files/Approvals%20--%20RRT%20VI%20Guidelines%20for%20Inshore-Nearshore%20In-Situ%20Burn.pdf>

A Decision-Maker's Guide to In-Situ Burning:

http://www.api.org/environment-health-and-safety/clean-water/oil-spill-prevention-and-response/~/_media/4bdbd6aabd534bf1b88eb203c6d8b8f4.ashx

Guidance for developing a Site Safety Plan for Marine in situ burn operations:

<http://www.rrt6.org/Uploads/Files/FSNRT%20--%20180%20--%20Guidance%20for%20Developing%20Site%20Safety%20Plan%20for%20ISB.pdf>

RRT-6 New Website:

<http://rrt6.org/>

Igniters and Ignition technology for in situ burning of oil:

<http://www.rrt6.org/Uploads/Files/FSNRT%20--%20165%20--%20Igniters%20and%20Ignition%20Tech%20for%20InSitu%20Burning.pdf>

The efficacy of Fire Resistant Containment Booms:

<http://www.rrt6.org/Uploads/Files/FSNRT%20--%20133%20--%20Efficacy%20of%20Fire%20Resistant%20Containment%20Booms.pdf>

Fact sheet: Residues for in situ burning of oil on water:

<http://www.rrt6.org/Uploads/Files/FSNRT%20--%20142%20--%20Residues%20from%20InSitu%20Burning.pdf>

Section 3253 Surface Washing Agent Plan

References:

- (a) Regional Response Team (RRT) VI Emergency Response Preapproval Guidelines to Decontaminate Vessels and Hard Structures in Port Areas Using Surface Washing Agents signed 9 July 2003
- (b) Resources at Risk for Pre-Approved Areas within Central Texas Coastal Region dated November 2013
- (c) Endangered Species Act Technical Assistance Comments on Surface Washing Agents and Surface Washing Locations in Central Texas, National Marine fisheries Service, dated 2 August 2013
- (d) Threatened and Endangered Species Comments including Designated Critical Habitats within Port Locations for the Upper Houston Ship Channel, Bayport Ship Channel, Freeport, Texas City Ship Channel, and Galveston Ship Channel, U.S. Fish and Wildlife Service, 22 August 2013

This plan outlines requirements for the use of surface washing agents within the Central Texas Coastal Area, to include specific procedures to be followed in areas where the use of NCP Product Schedule approved "lift and float" surface washing agents has been preapproved.

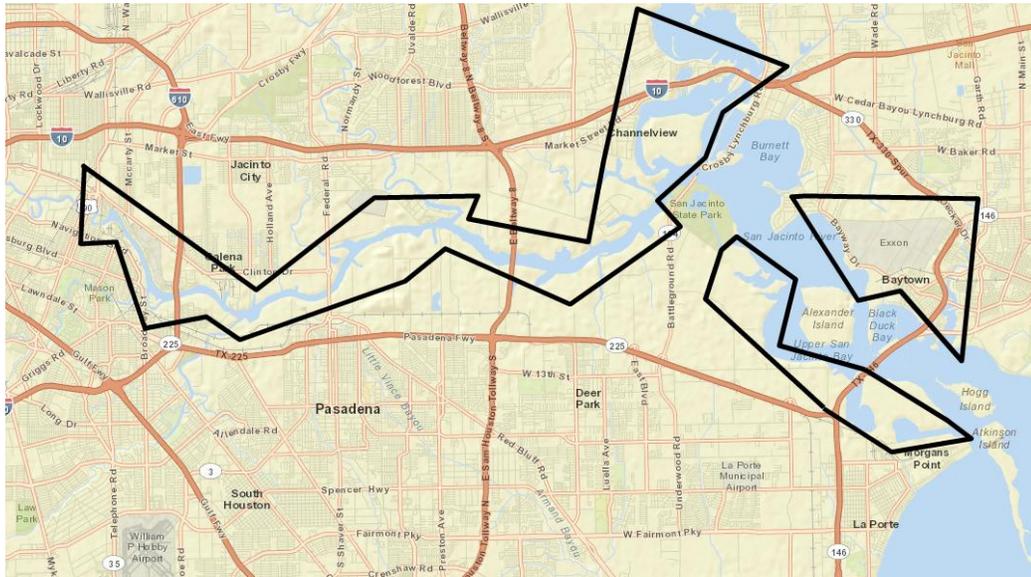
The United States Coast Guard (USCG), in coordination with the Texas General Land Office (TGLO) and the Texas Parks & Wildlife (TPWD), sought to expedite the RRT VI approval process in 2013 as a result of continuous successful local interagency efforts in the safe evaluation and effective use of surface washing agents to enhance the cleaning and demobilization of oiled vessels during several spill events. Pre-approved areas were established for the use of surface washing agents in locations where such use in accordance with reference (a) would not adversely affect the environment, whereby approval authorization would be given by the Federal On-Scene Coordinator (FOSC) versus the RRT. Consultation with our federal and state trustees have greatly assisted our Area Committee in identifying locations where the use of surface washing agents would not adversely impact the environment or species therein. Furthermore, consultation with our trustees has also helped re-emphasize important steps that must be followed in both deciding whether to use surface washing agents and the parameters to be followed during the application of surface washing agents.

The industrial areas identified within the Central Texas Coastal Area for the pre-approved use of "lift and float" surface washing agents for oil cleanup and recovery operations of vessel hulls and hard structures include the Upper Houston Ship Channel, Bayport Ship Channel, Texas City Ship Channel, Galveston Channel, and Freeport Ship Channel. The shorelines in these pre-approved areas are dominated by hard man-made structures (including riprap) with some smaller isolated marshes, fine-medium grained sand beaches, and scarps. The following maps illustrate the boundaries of these pre-approved locations.

3253.1 Pre-Approved Locations for Surface Washing Agents in the Central Texas Coastal Area of Operations

Note: The boundaries depicted in the following preapproved locations are coarsely delineated. The FOSC or designated representative on-scene shall assess and ensure that the use of surface washing agents within these areas, in consultation with the Texas General Land Office and the Texas Parks and Wildlife, meet the intent of this pre-approval.

A) Upper Houston Ship Channel Pre-approved Areas



B) Bayport Ship Channel Pre-approved Area



3253.2 Surface Washing Agent Operations Guidance in Pre-approved Areas

- All procedures set forth in Section 3253.3 shall be followed with the exception of requesting concurrence of the Regional Response Team VI for the use of surface washing agents in the designated pre-approved areas. FOSC approval is still required prior to the authorization to commence surface washing agent operations.
- For the purposes of this pre-approval, approved “lift and float” surface washing agents as per the NCP Product Schedule are the only surface washing agents authorized for consideration in the pre-approved areas. The FOSC shall review the properties of the particular surface washing agent (i.e. MSDS) and ensure that the use of the surface washing agent selected, and the application technique, will not adversely impact the environment (in accordance with reference (a)). [To clarify the importance of this statement, refer to reference (c). NMFS cited an example of how one particular product was found not to be appropriate for the particular environment in the Tampa, FL area. Please also consider that this example is not meant to eliminate a surface washing agent choice by the FOSC, but only to share an example of how a particular surface washing agent may not be the best choice in a particular environment.]
- For the purpose of this pre-approval, surface washing agent operations are limited to vessel hulls and hard structures within the designated pre-approved areas.

3253.3 Minimum Requirements for Use of Surface Washing Agents

In accordance with the RRT VI guidelines set forth in reference (a), the following steps are the minimum requirements which must be addressed prior to the consideration and implementation for the use of surface washing agents in the Central Texas Coastal area.

- **Conventional approaches have been tried, but failed to meet the cleanup objectives.** [The cleanup objectives are not restricted only to the degree of oil removal or “degree of cleanliness.” Often during a response, the need to enhance the rate of cleaning by using a chemical agent is justified as long as there is minimal additional risk to environmental resources. Cleaning the hulls of large commercial vessels oiled by the spill such that they can be released to return to commerce would be an example where the rate of cleaning to a desired standard might benefit from the use of surface washing agents.]
- **Only approved surface washing agents listed on the NCP Product Schedule should be considered for oil cleanup and recovery operations.**
- **Consultation with the Environmental Unit or natural resource protection managers to determine if any additional restrictions or additional safety precautions are required in the proposed operation.** [At a minimum, the Texas General Land Office, Texas Parks and Wildlife, NOAA Scientific Support Coordinator, and current ESI maps and wildlife information must be consulted prior to conducting cleanup operations involving surface washing agents. Specifically, highlighting the content in references (b) though (d), it should be asked of the Texas Parks and Wildlife of any new information concerning federally threatened and endangered species and critical habitats, notably least terns, piping plovers and sea turtles.]
- **Cleanup areas requiring the use of surface washing agents shall be boomed off.** [Boom shall be placed as appropriate to both prevent potential oil and/or surface washing agents from escaping the cleanup area, and to establish a perimeter to prevent potential fish, marine mammals, and other marine life from entering the cleanup site.]
- **A trained observer shall be posted to ensure the safety of all responders involved in the surface washing agent cleanup operations. Additionally, the trained observer posted shall also ensure that the use of surface washing agents will not pose harm to the surrounding environment, including any marine life and/or sensitive shoreline. Trained observers will report any potential harmful impacts immediately to the FOSC or designated representative.** [Trained observers are considered trained after having read/reviewed this Section in its entirety and after having consulted with the Texas Parks and

Wildlife on scene representative. The use of trained observers shall be listed and addressed in the proposed surface washing agent plan.]

- **Surface washing agent operations are not intended to be used in or near sea grass areas.**
- **In consideration of the safety of workers assigned to the application of surface washing agents, and in consideration of the protection of the environment, it is preferred that surface washing agents are applied during daylight hours.**
- **Ensure that the oil spill removal organization/spill management team develops an approved work plan in writing for use that includes worker safety precautions.** [This plan should be in writing to the FOSC, should be incorporated into the Incident Action Plan, and in compliance with reference (a). The work plan can be formatted in accordance with company standards, or may be in the form of an ICS-204 work assignment form (an example has been provided in Section 3253.6).]
- **It is a requirement that the FOSC ensure all provisions of this Section are met, and to notify the RRT VI of any decision to use surface washing agents in a timely manner for concurrence. An after action report is also required. At a minimum, the monitoring checklist found in Section 3253.4 should be completed to aid in generating this report.** [The level of detail in the after action report would be dictated by the response and any lessons learned that would aid future decision-making. The after action report can be generated by the RP or by federal or state personnel, but the report must be approved by the FOSC or their representative prior to being submitted to the RRT. In the past, the NOAA SSC or USCG FOSCR has often been tasked with this responsibility.]

3253.4 Checklist for Monitoring Surface-Washing Operations

- The product to be used is on the NCP Product schedule and is a “lift and float” agent.
- Confirm that the correct product is being used by:**
 - MSDS
 - Drum labels
 - Invoices
 - Spray Packs
- Provide visual monitoring to ensure that the surface-washing agents are being applied as recommended.**

<u>Technique I: Spray and Wipe</u>	<u>Technique II: Spray and Flush</u>
<input type="checkbox"/> Spray agent on sorbent pad then wipe <input type="checkbox"/> Spray agent on oiled surface, then wipe with pad	<input type="checkbox"/> Apply agent, flush with high pressure (>100psi) ambient or hot (90° to 171° F) water <input type="checkbox"/> Apply agent, then steam clean (water temp > 171°F)
<input type="checkbox"/> Other:	<input type="checkbox"/> High pressure or hot water wash to remove bulk of oil, then apply agent, then low pressure wash to remove residual stain <input type="checkbox"/> Other:

Evaluate effectiveness:

- Can the flushing pressure and temperature be reduced without loss of effectiveness?
- What fraction of the treated (removed) oil is recovered?

Document any observed negative effects or future recommendations (impacted animals, for example): _____

Reminders

- Photographic documentation is recommended, but not required.
- If subsurface plumes are observed, water sampling should be requested.
- If high pressure flushing is employed, water sampling is required under this pre-approval guidance document to assess hazards to the aquatic environment.
- If sampling is being conducted, record the oil concentrations in the water adjacent to the treated areas.

3253.5 Approved Techniques in Pre-Approved Areas

Technique I:	Spray and Wipe	
Description:	There are two ways to use this technique, spraying agent on a sorbent pad then wiping the oiled surface or spraying agent directly on the oiled surface and then wiping with sorbent pad. This technique is most useful on small accessible thin bands of oil and “bath tub rings” above the waterline of vessels and other hard surfaces.	
Spray Chemical on Sorbent Pad then Wipe		
Advantages:	Disadvantages:	
Uses less chemical agent	Individual workers come in close contact with chemical	
Minimal or no oil and chemical transported to the water	May take longer than high pressure flushing techniques	
No need for on-water recovery	Labor intensive	
No additional equipment needed other than sorbent pads, sprayer, and a platform to work from	Less effective if the product requires contact or soak time	
Good during periods of high wind (over spray minimized)		
Spraying Agent on Oiled Surface then Wiping		
Advantages:	Disadvantages:	
Generally less time consuming than spray pad and wipe technique	May require on water recovery as some of the oil will rapidly run down vertical surfaces and come in contact with the water (sorbent boom and/or pads at the contact point between the structure’s surface and the water may serve this function)	
No additional equipment needed other than sorbent pads, sprayer and platform to work from	Workers come in close contact with agent and may pose an inhalation hazard	
	Time consuming (but generally faster than cleaning without chemicals)	
	Labor intensive	
	May require contact or “soak” time based on manufacturer’s recommendations	

Technique II:	Spray and Flush	
Description:	<p>The basic form of this technique is simply applying the surface washing agent using a low pressure garden type hand held sprayer followed by flushing the mobilized oil from the hard surface with water hoses. Removed oil is flushed into a containment boom system and collected using either sorbents or a skimming system. This technique has been demonstrated as useful on porous structures such as concrete pilings and large oiled surfaces. The pressure and temperature of the water flushing system can be highly variable, but low pressure and ambient water temperatures are preferred since they are more easily available and reduce the potential for physical oil dispersion into the water column.</p>	
Variations:	<ol style="list-style-type: none"> 1. Apply agent then use low pressure (<10 psi) ambient or hot water (between 90 and 171* F) to wash. 2. Apply agent then use high pressure (>100 psi) ambient or hot water (between 90 and 171°F) to wash. 3. Apply agent then use steam cleaning (water temperatures > 171°F) Note, steam cleaning is generally used in conjunction with very high pressure systems (often >2000 psi), but water volumes generated are very low relative to flushing systems. 4. High pressure ambient or hot water wash the surface to remove the bulk of the oil, apply surface washing agent, then low pressure wash to remove residual stain. 	
<p>Ideally, the use of chemical agents should enhance the use of lower water pressures and cooler water temperatures to achieve the same degree of oil removal relative to high pressure steam cleaning. High pressure systems should only be used if lower pressure systems fail to achieve the cleanup goals. The same is true with water temperature: a good practice is to start with ambient water and increase temperature only if required. For some applications, high pressure flushing of the bulk of the oil from the surface followed by product treatment and low pressure flushing have been highly successful and minimize the amount of chemical agent required. Hot water and steam cleaning systems will increase worker inhalation exposure.</p>		
Advantages:		Disadvantages:
Can remove oil from large areas effectively	Require more equipment to include containment boom	
Less manpower required (more efficient for larger areas)	Must recover oil flushed onto the water's surface	
Fewer workers come in direct contact with chemical agent	Higher pressures increase physical dispersion of both oil and chemical agent into the water column and will require sample collection	
Soak time less of an issue due to time it takes to cover a large area with the agent prior to flushing	Concerns for over spray to include collateral public and occupational worker exposure during windy conditions.	

3253.6 Sample ICS 204 Work Assignment Form for Surface Washing Agent Operations

1. Incident Name M/T ELIA		2. Operational Period (Date/Time) From: 0800 To: 1800		ASSIGNMENT LIST ATTACHMENT	
		ICS 204a-CG			
3. Branch			4. Division/Group		
5. Strike Team/Task Force/Resource (Identifier)		6. Leader	7. Assignment Location		
8. Work Assignment Special Instructions, Special Equipment/Supplies Needed for Assignment, Special Environmental Considerations, Special Site Specific Safety Considerations					
<p>SITE LOCATION: Exxon (Baytown), Dock #5 SITE DESCRIPTION: Industrial APPROVED AGENT: PES -S1</p> <p>GENERAL SAFETY</p> <ul style="list-style-type: none"> * All required Personal Protective Equipment shall be utilized at all times during decontamination operations. * In the event that the decontamination team feels that they can not operate safely due to weather or other considerations, they shall cease operations and report the circumstances to the supervisor immediately. * All operations shall be conducted with adequate lighting - during daylight. <p>OPERATIONS</p> <ul style="list-style-type: none"> * The primary focus of this operation will be to safely clean up the oil residual on the hull of the M/T ELIA and the Exxon Baytown facility pier in an efficient and organized manner. * Decontamination (clean up of oil on each of the hulls) will commence only after ensuring the proper placement and setup of the containment and sorbent boom around the vessel. Boom will be continuously monitored for effectiveness. * The use of surface washing agents shall be performed in accordance with the "RRT VI Emergency Response Pre-approved Guidelines to Decontaminate Vessels and Hard Structures in Port Areas Using Surface Washing Agents (January 2003)". * As per the RRT document: THE APPROVED TECHNIQUE FOR APPLICATION OF THESE APPROVED SURFACE WASHING AGENTS IS: <ol style="list-style-type: none"> 1. Spray the agent onto a sorbent pad, or rag, that must be used to apply the agent to the contaminated surface. 2. Wipe the oiled surface continuously until clean. 3. After surface is clean dry wipe the area to ensure oil is cleaned and to remove any product residue. 4. Once the surface washing agent has been applied, additional water shall NOT be used to flush the affected area. 5. A Representative of the U.S.C.G. shall be available during every stage of the surface washing agent application in order to ensure that the approved application technique is being used and that the operations is being carried out in a safe and responsible manner. 6. If any negative effects from the application are observed, the use of surface washing agents shall cease immediately until a determination is made by the FOSC with regards to further use. 7. No other surface washing agent shall be used other than the approved agent - PES 51. 8. All materials shall be properly bagged and/or disposed of at an approved facility. 9. Any floating oil allowed to float into the boomed area shall be collected, removed and properly disposed of. 10. The vessel owner's representative will certify that the vessel has been properly decontaminated. <p>EQUIPMENT</p> <ol style="list-style-type: none"> 1. Containment Boom 2. Sorbent Boom 3. PES 51 (Surface Washing Agent) 4. Personnel Protective Equipment 5. Small Boat <p>COMMENTS</p> <p>All other conventional methods have been attempted and/or discussed. Due to the nature and thickness of the oil, using sorbents without a surface washing agent as well as various flushing types is determined to be insufficient at removing oil from the vessels hull.</p> <p>It is believed by USCG that utilizing a surface washing agent as described for this response will not likely result in any impacts to threatened or endangered species and the services will not be consulted on this action.</p> <p>CONTACTS LCDR Kevin Boyd - 832-256-3275</p>					
Approved Site Safety Plan Located at:					
9. Other Attachments (as needed)					
<input type="checkbox"/> Map/Chart		<input type="checkbox"/> Weather Forecast/Tides/Currents		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
10. Prepared by: _____ Date/Time _____		11. Reviewed by (P&C): _____ Date/Time _____		12. Reviewed by (O&C): _____ Date/Time _____	

ASSIGNMENT LIST ATTACHMENT

ICS 204a-CG (Rev 04/04)

3254 Bioremediation

Upon consideration of the use of in-situ bioremediation, on-scene coordinators shall seek approval from the Regional Response Team. Furthermore, it should be verified that the bioremediation product considered to be used is listed in the NCP Product Schedule.

Refer to Region 6's Fact Sheet #124 for more information concerning Bioremediation:

http://www.epaossc.org/site/doc_list.aspx?site_id=7455

Additionally, please review the information and resources provided within the TGLO Toolkit when considering bioremediation: <http://www.glo.texas.gov/what-we-do/caring-for-the-coast/oil-spills/toolkit/index.html>

3260 Disposal, Storage, and Decanting

3261 Disposal Group Supervisor

Under the Recovery and Protection Branch Director, the Disposal Group Supervisor is responsible for coordinating the onsite activities of personnel engaged in collecting, storing, transporting, and disposing of waste materials. Depending on the size and location of the spill, the Disposal Group may be further divided into strike teams, task forces, and single resources.

The major responsibilities of the Disposal Group Supervisor are:

- Obtain briefing from person relieving.
- Receive briefing from supervisor.
- Identify resources assigned to the Division/Group.
- Provide the IAP to subordinates, as needed.
- Review Division/Group assigned tasks and incident activities with subordinates.
- Implement IAP for Division/Group.
- Supervise Division/Group resources and make changes as appropriate.
- Ensure through chain of command that Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks.
- Submit situation and resources status information to the Branch Director or the OSC as directed.
- Report hazardous situations, special occurrences, or significant events, e.g., accidents, sickness, discovery of unanticipated sensitive resources, to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period, as requested.
- Consider demobilization well in advance.
- Debrief as directed at the end of each shift.
- Implement disposal portion of Incident Action Plan.
- Ensure compliance with all hazardous waste laws and regulations.

- Maintain accurate records of recovered material.
- Brief Recovery and Protection Branch Director on activities.
- Maintain Unit/Activity Log (ICS 214).

3262 Waste Management and Temporary Storage Considerations

- Has the RP determined if the material being recovered is a waste or a reusable product?
- Has all recovered waste been containerized and secured so there is no potential for further leakage while the material is being stored?
- Has the RP identified each of the discrete waste streams?
- Has a representative sample of each waste stream been collected?
- Has the sample been sent to an approved laboratory for the appropriate analysis; i.e., hazardous waste determination?
- Has the RP received an appropriate waste classification and waste code number for the individual waste streams?
- Has the RP received a temporary EPA identification number and generator number, if they are not already registered with EPA?
- Has the RP obtained pre-approval for the temporary storage locations?
- Has the RP retained the services of a registered hazardous waste transporter, if waste is hazardous?
- If the waste is nonhazardous, is the transporter registered?
- Is the waste being taken to an approved disposal site?
- Is the waste hazardous or Class I nonhazardous?
- If the waste is hazardous or Class I nonhazardous, is a manifest being used?
- Is the manifest properly completed?
- Are all federal, state, and local laws/regulations being followed?
- Are all necessary permits being obtained?
- Has the RP submitted a disposal plan for approval/review?

3263 Decanting Policy

Decanting is a vital part of the recovery process. The inability to decant water from recovered oil/water mixtures and return the excess water into the recovery area significantly reduces the volume of available temporary storage capacity; thus, reducing the effectiveness of the on-water skimming and recovery operations. The inability to return the excess water containing some amount of oil will delay recovery operations and possibly lead to a complete cessation of recovery operations until additional temporary storage can be arranged.

It is essential that the return of oil and oily water associated with the mechanical recovery process be clearly authorized so that responders are not placed at legal risk when carrying out recovery operations.

Waters recovered from a spill cannot be placed back into the water body, excluding salt water brine. The Responsible Party would need to have a discharge permit from the EPA to discharge back into a water body.

Although no pre-approval for decanting exists, decanting will be considered on a case-by-case basis by Unified Command.

The EPA Duty Officer shall be contacted to acquire a permit for decanting operations, as well as to ensure compliance with current policy and regulations. The Responsible Party, FOSC, FOSCR, or contractor may also contact this number for guidance at any time either in response to an incident or for planning purposes.

EPA Phone Duty Officer: 866-411-4372

In considering whether to permit decanting, criteria to be addressed will, at a minimum, include:

- Availability of additional storage;
- Resources at risk;
- Toxicity of proposed discharge; and
- Other incident specific considerations.

3264 Sample Waste Management Plan

3264.1 Waste Management Plans

Local OSROs have a variety of waste management plans depending on the type(s) of material involved, the location of the incident, and the amount, of which template or sample plans may be requested in order to plan ahead for a particular incident scenario or to develop for an actual incident. The Unified Command, which includes the Responsible Party, Federal and State OSCs will approve waste management plans prior to their implementation, and ensure communication and consultation with appropriate state and local officials of such plans.

Similar to Decanting policy, the EPA Duty Phone may be contacted to receive guidance and/or to ensure compliance with all applicable policies and regulations when establishing and implementing waste management plans.

EPA Phone Duty Officer: 866-411-4372

3264.2 Waste Collection Pads

Following natural and man-made disasters, waste collection pad guidance and planning processes have been implemented, and lessons-learned have been recorded. The Natural Disaster Operations Workgroup (comprised of members of the Region VI RRT and Eighth Coast Guard District), has revised the latest Waste Collection Pad guidance, and expect to post this guidance on the Region VI website by June 2013 (pending final approvals).

3265 Removal and Waste Disposal Checklist

WASTE DETERMINATION		
Y	N	Has the RP determined if the material being recovered is a waste or a reusable product? 40 CFR 262.11
Y	N	Has all recovered waste been containerized and secured such that there is no potential for further leakage while the material is being stored? 40 CFR 262.34
WASTE CHARACTERIZATION		
Y	N	Has the RP identified each of the discrete waste streams? 40 CFR 262.11 **(Attach a list of the waste streams)
Y	N	Has a representative sample of each waste stream been collected? 40 CFR 262.11(A)(c)(1)
Y	N	Has the sample been sent to an approved laboratory for the appropriate analysis, i.e., hazardous waste determination?
WASTE CLASSIFICATION		
Y	N	Has the RP received an appropriate waste classification and waste code number for the individual waste streams? 40 CFR 262.12(a)
Y	N	Has the RP received a temporary EPA identification number and Texas generator number, if they are not already registered with the EPA or TCEQ? 40 CFR 262.12(a)
STORAGE		
Y	N	Has the RP obtained pre-approval for the temporary storage locations? 40 CFR 262.10 (b)/ 262.34
TRANSPORTATION		
Y	N	Has the RP retained the services of a registered hazardous waste transporter, if the waste is hazardous? 40 CFR 262.12(c)
Y	N	If the waste is non-hazardous, is the transporter registered?
DISPOSAL		
Y	N	Is the waste being taken to an approved waste disposal site? 40 CFR 262.12(c)
Y	N	Has the RP maintained documentation that the waste/product arrived at the designated facility, i.e., manifest or bill of lading.
MANIFEST		
Y	N	Is the waste hazardous or Class I nonhazardous?
Y	N	If the waste is hazardous or Class I nonhazardous is a manifest being used? 40 CFR 262.20
Y	N	If the waste is a Class I nonhazardous is a manifest being used? 40 CFR 262.20 ** According to Texas Regulations a manifest must be used
Y	N	Is the manifest properly completed? 40 CFR 262.23

3270 Decontamination

3371 Decontamination Group Supervisor

Under the Recovery and Protection Branch Director, the Decontamination Group Supervisor is responsible for decontamination of personnel and response equipment in compliance with approved statutes.

The major responsibilities of the Decontamination Group Supervisor are:

- Obtain briefing from person relieving.
- Receive briefing from supervisor.
- Identify resources assigned to the Division/Group.
- Provide the IAP to subordinates, as needed.
- Review Division/Group assigned tasks and incident activities with subordinates.
- Implement IAP for Division/Group.
- Supervise Division/Group resources and make changes as appropriate.
- Ensure through chain of command that Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks.
- Submit situation and resources status information to the Branch Director or the OSC as directed.
- Report hazardous situations, special occurrences, or significant events, e.g., accidents, sickness, discovery of unanticipated sensitive resources, to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period, as requested.
- Consider demobilization well in advance.
- Debrief as directed at the end of each shift.
- Implement Decontamination Plan.
- Determine resource needs.
- Direct and coordinate decontamination activities.
- Brief SOFR on conditions.
- Maintain Unit (ICS 214-CG).

3272 Sample Decontamination Plan

Mr. Steve Kastensmidt of Anadarko is working on establishing more information and sample plans for Decontamination. He will be collecting information from Col. Paul Hanima, Bob Kocnig, and Kelly Wilson (Updated: 30 June 2014)

3300 Emergency Response

This section describes marine casualty emergency response. Note: The CG COTP has jurisdiction over marine casualty situations occurring within his/her zone; this does not preclude any other agencies' interests with respect to spill response.

Marine casualty and oil spill, or potential oil spill, response may require the following emergency responses additional to Oil Spill Containment and Cleanup activities:

- Search and rescue
- Vessel salvage
- Emergency medical support/services
- Oil spill containment/clean-up
- Firefighting
- Vessel salvage

The first priority in a vessel casualty is the safety of the crew and any other personnel in the area. Secondary concerns are for environmental protection and vessel salvage. Responders aboard the vessel should complete the casualty scene information that will become essential to the early efforts of salvage.

Salvage is a term used to describe all services rendered to save property from marine peril. This broad definition encompasses not only actions undertaken to save a vessel or cargo, but also includes wreck removal, harbor clearance, and deep water search and recovery. Salvage includes:

- Providing firefighting assistance.
- Refloating a vessel.
- Offloading cargo or water to prevent foundering or removing sound cargo from impending peril.
- Shoring, patching and making temporary repairs to correct structural, stability, or mechanical problems.
- Rescue towing of an incapacitated vessel to a safe haven.
- Preventing pollution.

3301 Emergency Response Branch vs Functional Group

Depending on the number, size, and type of response, an emergency response branch may need to be established in order to assist the Operations Section Chief with span of control within the operations section organization. Should an emergency response branch be established, it will be led by a director.

Where only one or two Emergency Response activities arise, and span of control is maintained, it may be determined sufficient for group supervisors of respective emergency response groups to report directly to the Operations Section Chief. As a reminder, the Operations Section is developed from the "ground" up, and may be scaled appropriately as the incident progresses.

3302 Emergency Response Branch Director

The Emergency Response Branch Director is primarily responsible for overseeing and implementing emergency measures to protect life, mitigate further damage to the environment, and stabilize the situation.

The major responsibilities of the Emergency Response Branch Director are:

- Obtain briefing from person relieving.

- Receive briefing from the OSC.
- Identify Divisions, Groups, and resources assigned to the Branch.
- Ensure that Division and/or Group Supervisors (DIVS) have a copy of the IAP.
- Implement IAP for the Branch.
- Develop with subordinates alternatives for Branch control operations.
- Review Division/Group Assignment Lists (ICS 204-CG) for Divisions/Groups within the Branch. Modify lists based on effectiveness of current operations.
- Assign specific work tasks to DIVS.
- Supervise Branch operations.
- Resolve logistic problems reported by subordinates.
- Attend planning meetings as requested by the OSC.
- Ensure through chain of command that Resources Unit is advised of changes in the status of resources assigned to the Branch.
- Report to OSC when: the IAP is to be modified; additional resources are needed; surplus resources are available; or hazardous situations or significant events occur.
- Approve accident and medical reports (home agency forms) originating within the Branch.
- Consider demobilization well in advance.
- Debrief with OSC and/or as directed at the end of each shift.
- Maintain Unit Log (ICS 214-CG)

3310 Marine Casualties

3311 Types of Marine Casualties

The primary objective in any salvage scenario, whether a single event casualty or combination of casualties, is to minimize the risk to human health, the environment, and property. The following six types of casualties are listed in order of frequency:

Hull or Machinery Damage

A vessel's hull or machinery may be damaged by shifting cargo, storm damage, or other causes, and may render a vessel unable to maneuver. The greatest threats to the vessel, cargo, and environment exist when loss of maneuverability happens close to shore or hazards to navigation. Use of anchors or towing vessels may be the best defense in slowing the unintended movement of a vessel drifting towards a hazard.

Stranding or Grounding

Unintentional groundings may result from navigational error, anchor drag, loss of maneuverability, or for other reasons. Ground reaction, which is usually measured in long tons or metric tons, is the weight of the vessel that is being supported by the ocean bottom instead of the water. Ground reaction can cause a vessel to capsize, become holed, break apart, or become difficult to remove from ground. A salvor or naval architect can make a good estimate of ground reaction using the information gathered by the crew or response personnel including pre-casualty drafts, post-casualty drafts, tide cycle, location/depth of ground (usually determined with soundings), type of bottom and from underwater survey. Once ground reaction is determined, it is fairly simple to estimate the force-to-free, which is the measure of the force needed to pull the vessel off the ground. Force-to-free is usually listed in short tons, which is equivalent to tug bollard pull. In order to float a vessel free or pull it off with tugs/ground tackle, ground reaction must usually be reduced in a controlled manner by deballasting, lightering, and/or tidal lifting.

Collision

The most common result of a collision at sea is hull damage and flooding. Collisions are sometimes accompanied by fire and explosions, as many ship's systems and/or cargo may be damaged upon impact. The general priorities after a collision usually include damage assessment, flooding control, and firefighting. Typically, a vessel is not well-equipped to handle rapid flooding, and, when left unchecked, can lead to capsizing and foundering. Often vessel crews are not well-versed in damage control, requiring a prompt response to ensure professional salvors and marine inspectors are on scene as soon as possible.

Fire and Explosion

Fires of any size onboard a vessel should be treated with extreme caution as they may quickly turn into a conflagration. Most commercial vessels will be equipped with fixed firefighting systems to contain fires started in the engine room (the most common source of shipboard fires). Large commercial vessel crews are generally trained to combat fires that originate in the engine room or accommodation spaces. Crews are generally not trained to fight fires originating in or spreading to the cargo. Most professional salvors offer shipboard firefighting capability – either with in-house resources or via subcontractor capabilities. Shore based fire fighters often do not have an appreciation for the special considerations for shipboard firefighting, especially fixed firefighting systems or vessel stability, and therefore should be monitored closely when employed to extinguish a fire in port. Reference Volume VI – Ports and Waterways Activities – Marine Safety Manual, COMDTINST M16000.11, Chapter 8, Coast Guard Firefighting Activities.

Allision

Allisions occur when a vessel strikes a fixed object. Most of the considerations are the same as a collision, with the addition of assessing the damage sustained by the object, especially if the object was a bridge or critical piece of infrastructure. Immediate notification should be made to the Army Corp of Engineers and Federal and State Departments of Transportation. Appropriate actions should be taken to ensure the object does not pose a risk to future transportation onshore or to other vessels.

Stress Fractures

Stress fractures are failures in the construction of the vessel and may be due to stresses imposed on a vessel because of a heavy seaway, improper loading or ballasting, or construction material fatigue. Cracks can lead to pollution or flooding incidents and, under extreme circumstances, total ship loss. Therefore, it is important to quickly assess the size, location, and orientation of the crack. Surveyors, shipyards, and Coast Guard Marine Inspectors are familiar with methods to arrest or repair cracks.

3312 Notification of Marine Casualties

Regulations contained in 46 Part 4 of the Code of Federal Regulations require owners, agents, masters, operators, or persons in charge, immediately after addressing resultant safety concerns, to notify the nearest Sector Office, Marine Inspections Office, or Coast Guard Group Office whenever a vessel is involved in a marine casualty. These casualties include:

- An unintended grounding or an unintended strike of, or allision, with a bridge;
- An intended grounding, or an intended strike of a bridge, that creates a hazard to navigation, the environment, or the safety of a vessel;
- Loss of main propulsion, primary steering, or any associated component or control system that reduces the maneuverability of the vessel;
- An occurrence that adversely affects the vessel's seaworthiness or fitness for service or route, including fire, flooding, or failure of or damage to fixed fire extinguishing systems, life saving equipment, auxiliary power generating equipment, or bilge pumping systems;
- Loss of life;

- An injury that requires professional medical treatment;
- Any occurrence resulting in more than \$25,000 of property damage, not including salvage cost.

The regulation 33 Part 160.215 requires vessels carrying hazardous materials to notify the nearest Coast Guard Marine Safety Office whenever a hazardous condition exists, either aboard a vessel or caused by a vessel or its operation.

3320 Responsibilities of Responsible Party and FOSC

In the case of an incident, the Responsible Party (RP) must take adequate measures to mitigate and/or remove damage, or risk of damage, caused by the vessel or the release of any materials from the vessel. The RP will pay for all legitimate response measures, up to their limit of liability. If an RP cannot be identified, or the acting RP fails to adequately respond, it is the responsibility of the Captain of the Port or FOSC to take over control of a particular aspect of, or the entire response. In this case, funding will be provided by the federal government until an RP is identified and charged for the response.

Crew Actions

A prudent vessel captain will take certain actions to mitigate the threat to the crew and vessel. Upon receiving notification of a marine casualty, the Incident Commander should verify that the vessel master, if possible and appropriate, has taken the following actions listed below:

Actions to be taken by vessel's crew	
	Have ship's personnel report to emergency stations
	Secure watertight fittings
	Take appropriate firefighting actions
	Notify the ship's operations controller
	Obtain an accurate cargo storage plan
	Request shore personnel request salvage assistance
	Display day shapes & sound appropriate signals

Critical Information

There is certain information that is critical to planning a successful salvage operation. This information, essential to the response planning process, should be gathered from the vessel master or on-scene response personnel, as appropriate to the situation. For incidents involving a stranded vessel, information gathered should be used to determine the "window of opportunity" – i.e., when the most factors align for a successful operation. Appendix 1 is provided to assist responders in basic calculations for determining if and when a towing vessel should be employed. Several major marine disasters over the past 30 years could have been avoided if owners or persons in authority to deploy assistance knew what assets were available and deployed them in time to be effective. A table for tracking the resources is provided in Appendix 3. Refer to Appendix 2, for additional incident specific critical information that should be gathered and shared with all interested parties.

Identify Response and Salvage Assets

The RP should immediately contract and set into motion adequate response and salvage resources. Historically, there has been reluctance on behalf of the vessel's representatives to engage a professional

salvor. A decision to attempt operations without a professional salvor should be examined critically by the FOSC. To assist the RP in contracting a professional salvor, the FOSC may share information of proven response and salvage resources as listed in Appendix 4. In addition to ensuring that the RP has contracted adequate response resources, the FOSC should identify and deploy appropriate Coast Guard resources to respond to the incident. These response teams should include unit Pollution Investigators, Casualty Investigators, and Vessel Inspectors. Furthermore, the SERT team at the Marine Safety Center should be engaged and, potentially, the Navy SUPSALV.

Setting the First Operational Objectives

Once enough information has been gathered to proceed with a decisive action plan, the USCG Operational Commander, IC or UC will set forth the operational period objectives. These objectives may include but are not limited to:

- Evacuate crew
- Control vessel movement
- Get response personnel and equipment on-scene
- Extinguish shipboard fire
- Stop/slow flooding
- Stop/slow vessel movement toward potential hazards
- Contain pollution
- Identify suitable place of refuge
- Create a salvage plan
- Mitigate potential impacts of the casualty on other vessel traffic and port activities
- Evaluate risk to public- i.e., hazardous material release, air quality, etc.
- Prepare and approve press release
- Establish a safety zone
- Contact all appropriate Federal, State and local agencies, as well as foreign governments
- Evaluate/mitigate the environmental impacts of incident
- Identify an appropriate lightering vessel
- Develop/implement the vessel's security plan as appropriate

3330 Search and Rescue (SAR)

Specific to Search and Rescue, vessels, facilities, and platforms shall initiate and manage their applicable medical, evacuation, and/or critical response plans, managing them in accordance with their respective operational procedures. If a vessel, facility, or platform does not have internal applicable search and rescue plans, or finds that they are overwhelmed by the incident with respect to Search and Rescue, the Coast Guard shall be immediately contacted. For the Central Texas Coastal Area, Search and Rescue is coordinated by the USCG Sector Houston-Galveston Command Center, who can be reached via telephone at (713)-671-5100.

3331 USCG Sector Houston-Galveston Command Center

The USCG Sector Houston-Galveston Command Center is responsible for prioritization and coordination of all SAR missions directly related to a specific incident.

The major responsibilities of the Sector Houston-Galveston Command Center are:

- Prioritize SAR missions.
- Determine resource needs.
- Direct and coordinate SAR missions.
- Manage dedicated SAR resources.
- Brief Emergency Response Branch Director on activities.
- Maintain Unit/Activity Log (ICS 214).

3332 Search and Rescue Liaisons to the Command Post

Search and Rescue efforts will not be coordinated from an established Command Post. Because of the radio and telecommunication monitoring requirements, the USCG Sector Houston-Galveston Command Center is not a mobile component. As such, when building Search and Rescue into your framework, it is critical that either a liaison between the Coast Guard and your command post is established, or USCG personnel are specifically requested to be assigned within the command post in order to support search and rescue requirements specified by the Local, State, Federal, or Unified Command within the Command Post. These liaisons will communicate directly the USCG Sector Houston-Galveston Command Center in order to provide updates regarding search and rescue efforts as well as communicate additional requirements to the Command Center as set forth by the Unified Command.

3333 SAR Area Resources

The USCG Sector Houston-Galveston Command Center will assign appropriate aircraft, waterborne vessels, and other resources based on their availability either through the USCG, or through established memorandum of agreements with state and local agencies.

3340 Salvage

3341 Salvage Group Supervisor

Under the direction of the Emergency Response Branch Director, the Salvage Group Supervisor is responsible for coordinating and directing all salvage activities related to the incident.

The major responsibilities of the Salvage Group Supervisor are:

- Obtain briefing from person relieving.
- Receive briefing from supervisor.
- Identify resources assigned to the Division/Group.
- Provide the IAP to subordinates, as needed.
- Review Division/Group assigned tasks and incident activities with subordinates.
- Implement IAP for Division/Group.
- Supervise Division/Group resources and make changes as appropriate.
- Ensure through chain of command that Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks.
- Submit situation and resources status information to the Branch Director or the OSC as directed.

- Report hazardous situations, special occurrences, or significant events, e.g., accidents, sickness, discovery of unanticipated sensitive resources, to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period, as requested.
- Consider demobilization well in advance.
- Debrief as directed at the end of each shift.
- Coordinate development of Salvage/Source Control Plan.
- Determine Salvage/Source Control resource needs.
- Direct and coordinate implementation of the Salvage/Source Control Plan.
- Manage dedicated Salvage/Source Control resources.
- Maintain Unit/Activity Log (ICS 214).

3342 Salvage Survey

Vessels Name: _____ Official Number: _____

Vessel Type: _____ Flag: _____

Owner/Operator: _____ Ph. _____ Builder: _____

Class Society: _____ Year: _____

L _____ B _____ D _____

Brief description of casualty: _____

Date/Time of casualty: _____

Extent of damage: _____

Hazardous Cargo Spill? _____

Structural details (double bottom): _____

Number of Tanks/Holds (tank soundings): _____

Drafts (strandings) before Fwd: _____ Aft: _____

Drafts (strandings) after Fwd: _____ Aft: _____

Tides at time of casualty: _____

Type of bottom (mud, sand): _____

Condition of vessel's propulsion: _____

Aim/Intent of salvage operation: _____

If vessel is foreign flag, then USCG will need plans such as Lines Plan, General Arrangement, Tank Tables, T&S Booklet, etc... for detailed calculations.

3343 Stabilization (Oil/Hazardous Material Release Mitigation and Lightering)

Oil spills or hazardous material releases are of the greatest potential during groundings and almost a certainty during a major collision or other event when there is a breach in the hull. There are several ways to establish if there is an oil spill or hazardous material release. The primary method may be observation of a sheen emanating from the damaged vessel. However, this method may be of limited usefulness at night and is not indicative of damages inboard of the hull structure. Bunker and cargo tanks should be immediately sounded and monitored closely for changes that would indicate a breach. Given the high correlation between major marine casualties and pollution incidents, it is prudent to provide, at a minimum, a containment boom to surround the vessel(s).

3343.1 Lightering

One of the most effective ways to mitigate or prevent an oil spill or hazardous material release is to remove or conduct internal transfer of cargo and unnecessary bunker fuel from the vessel. This is particularly useful when the risk of a hull breach is increasing due to changing environmental or physical conditions on the vessel. Vessels may be lightered to another vessel, or lightered to mobile facilities ashore. Choosing which is most appropriate will depend on the location of the vessel and availability of each. Whichever is chosen, it is important to ensure the receiving vessel or facility is qualified to handle the lightered material and that any cargo/residue in hoses and holding tanks are compatible with lightered material. Furthermore, the effects on the stability of the vessel should be taken into account when lightering a vessel. Whenever possible, lightering operations should be conducted when the vessel is in protected waters. While lightering may present benefits when attempting to re-float a vessel, it may also present additional structural stresses upon the vessel. It is important to work with naval architects as well as the person in charge of loading/offloading the vessel, who is frequently the Chief Officer or First Mate of the vessel.

3344 Specialized Salvage Operations

LCDR Kevin Boyd, LCDR Aaron Demo, Mr. Jim Elliott, along with other salvage partners are working to update this section, specifically in defining specialized salvage operations, updating resources available for specialized salvage operations, and including plan requirements requiring signature by the FOSC or COTP (Updated 27 January 2013).

3345 Salvage Resources

In addition to mobilizing unit investigators, inspectors, and responders, the first calls of a response should include contact with these resources. The missions of these resources are explicitly to assist Incident Commanders and on-scene response personnel in addressing matters of vessel salvage. In the table provided below, a number one indicates the best suited resource, while a two indicates a capable, though secondary resource. It is important to note that employing either a commercial salvor or Navy SUPSALV will require a funding source.

	Commercial Salvor	SERT Team	Strike Team	Navy SUPSALV
Vessel Assessment	1	2		2
Pollution Assessment	2		1	
Salvor Equipment	1		2	1
Salvage Plan Assessment		1		2

3345.1 Navy Supervisory of Salvage Assistance (SUPSALV):

In the event that the Responsible Party does not respond to the casualty, the federal Government may respond to the salvage requirement, utilizing the services of Navy Supervisor of Salvage. However,

financial responsibility remains with the responsible party. Navy Supervisor of Salvage services may be obtained by telephoning Supervisor of Salvage Operations at (703) 607-2758, after hours and weekends call the NAVSEA Duty Officer at (703) 602-7527.

SUPSALV can provide the services of Naval architects, may provide the services of Naval salvage vessels, and has access to contracts that will provide the services of commercial salvors and equipment. SUPSALV developed and has available software for rapid analysis of longitudinal strength and intact/damaged stability. The software is known as Program of Ship Salvage Engineering (POSSE).

(202) 781-3889 (24 hours)

The Office of the Director of Ocean Engineering, Supervisor of Salvage and Diving (SUPSALV), is a component of the [Naval Sea Systems Command](#) (NAVSEA). SUPSALV is located at the Washington Navy Yard in Washington, DC. SUPSALV is responsible for all aspects of ocean engineering, including salvage, in-water ship repair, contracting, towing, diving safety, and equipment maintenance and procurement.

The Salvage Operations Division maintains standing worldwide commercial contracts for salvage, emergency towing, deep ocean search and recovery operations, and oil pollution abatement. Additionally, they own, maintain and operate the worldwide Emergency Ship Salvage Material (ESSM) system, which incorporates the world's largest standby inventory of salvage and pollution abatement equipment. They also own, maintain, and operate a large number of deep ocean search and recovery systems, with depth capabilities up to 20,000 feet. They also routinely provide salvage technical assistance to fleet salvors, as well as to other federal agencies.

Within the National Oil and Hazardous Substances Pollution Contingency Plan (NCP), SUPSALV has been assigned as 1 of 7 "Special Teams" available to the Federal On-Scene Coordinator (FOSC). Thus, they provide assistance (personnel and/or equipment) for oil or hazardous substance spills, or potential spills (i.e., salvage operations), as requested by any FOSC. Support ranges from technical salvage, operational assistance to full mobilization of SUPSALV and other Navy resources to support a response to a marine casualty. These services are provided on a reimbursable basis only.

3345.2 American Salvage Association

(703) 373-2267

Leading U.S. salvors have formed the American Salvage Association (ASA). Created in response to the need for providing an identity and assisting in the professionalizing of the U.S. marine salvage and firefighting response, the intention of the ASA is to professionalize and improve marine casualty response in U.S. coastal and inland waters.

The American Salvage Association meets with various federal and state agencies to exchange views on the improvement of salvage and firefighting response in the U.S.

3345.3 U. S. Coast Guard Marine Safety Center Support:

Technical support is also available from the Marine Safety Center (MSC). This group can evaluate vessel stability, hull strength and salvage plans, and may be available for on-scene assistance. The MSC may be able to provide vessel plans if the ship is U.S. flag. The FOSC may obtain services of MSC by calling (202) 366-6481 during business hours, by calling the Headquarters Command Center at (202) 267-2100, or calling the Salvage Duty pager (202) 214-7474, after hours. The Marine Safety Center fax number is (202) 366-3877.

3345.4 U. S. Coast Guard Gulf Strike Team:

The National Strike Force (NSF) was established in 1973 as a direct result of the Federal Water Pollution Control Act of 1972. The NSF's mission is to provide highly trained, experienced personnel and specialized equipment to Coast Guard and other federal agencies to facilitate preparedness and response to oil and hazardous substance pollution incidents in order to protect public health and the environment. The NSF's area of responsibility covers all Coast Guard Districts and Federal Response Regions.

The Strike Teams provide rapid response support in incident management, site safety, contractor performance monitoring, resource documentation, response strategies, hazard assessment, oil spill dispersant and operational effectiveness monitoring, and high capacity lightering and offshore skimming capabilities.

The Gulf Strike Team can be on the scene quickly to provide initial response assistance with pumps, personnel, pollution control equipment, and miscellaneous salvage hardware. The Strike Team can be contacted 24 hrs a day at (334) 441-6601. The National Strike Force Coordination Center in North Carolina can also be notified at (252) 331-6000.

3345.5 Marine Safety Center Salvage Emergency Response Team (SERT):

(202) 327-3985/3987 (24 hours) or via the Coast Guard Command Center at (800) 323-7233 (24 hours)

<http://homeport.uscg.mil/mycg/portal/ep/channelView.do?channelId=-24502&channelPage=%2Fep%2Fchannel%2Fdefault.jspH>

The Marine Safety Center Salvage Emergency Response Team (SERT) is on call to provide immediate salvage engineering support to the Coast Guard Captains of the Port (COTP) and Federal On-Scene Coordinators (FOSC) in response to a variety of vessel casualties. Specifically, SERT can assist the COTP and FOSC manage and minimize the risk to people, the environment, and property when responding to vessels that have experienced a casualty. SERT provides this assistance by performing numerous technical evaluations including: assessment and analysis of intact and damaged stability, hull stress and strength, grounding and freeing forces, prediction of oil/hazardous substance outflow, and expertise on passenger vessel construction, fire protection, and safety.

SERT has mobile computing capability for on-scene deployment. The MSC maintains a database containing over 5,000 hull files that can be used to generate computer models of vessels used in salvage engineering. External relationships with organizations like the Navy Supervisor of Salvage (SUPSALV), Coast Guard Intel Coordination Center, and the Office of Naval Intelligence (ONI), as well as all major class societies, also enable the salvage team to quickly locate and transfer information about a damaged vessel that would otherwise be difficult to access.

When requesting SERT assistance, the Rapid Salvage Survey Form, which contains the minimum essential casualty details, should be utilized. The Survey form and the information required for the creation of a salvage plan are available at

<http://homeport.uscg.mil/mycg/portal/ep/home.doH>.

3345.6 Area Specific Commercial Salvage Resources

Areas should keep a current listing and contact information for professional salvor resources located within their zone. This list may be referred to or provided to an RP when ensuring a time allocation of tug and salvage assistance. These are all commercial resources that require funding.

When populating this list with salvors, consider company's 24-hour capabilities, employee training, response history, and ability to create an acceptable salvage plan.

If zone involves international border, consider including international assets in this list.

Resource	24-hour phone number	Email Address
Towing / Salvage		
Oil Spill Response		
HAZMAT Spill Response		
Fire Response		

3345.7 References

American Salvage Association (ASA) Safety Standards, March 2003.

Available at: <http://www.americansalvage.org/>

Cook Inlet Subarea Contingency Plan, July 1997.

Available at: <http://akrrt.org/CIplan/CookInletSCP.shtml>

George, W. E., 1983. Stability and Trim for the Ship's Officer. Cornell Maritime Press, Centreville, Maryland.

Milwee, W. I. Jr., 1996. Modern Marine Salvage. Cornell Maritime Press, Centreville, Maryland.

NAVSEA Instruction 4740.8 (series), Salvage, Recovery and Open Sea Spill Response Programs.

Naval Sea Systems Command letter dated October 28, 2004. Emergency Response Resources Available to Navy and Other Federal Agencies Through the Navy Supervisor of Salvage. Available at: <http://www.supsalv.org/>.

OPNAV Instruction 4740.2 (series), Salvage and Recovery Program.

SeaRiver Emergency Response Plan, West Coast Notifications Field Manual, September 1997.

U.S. Coast Guard Marine Safety Center available at:

<http://homeport.uscg.mil/mycg/portal/ep/channelView.do?channelId=-24502&channelPage=%2Fep%2Fchannel%2Fdefault.jsp>

40 CFR Part 300 National Oil and Hazardous Substances Pollution Contingency Plan

International Maritime Organization Resolution A.949(23) Guidelines on Places of Refuge for Ships in Need of Assistance dtd 5 March 2004

3346 Salvage Guidelines

3346.1 Vessel Salvage and Lightering Guide

This document is a Federal On-Scene Coordinator's (FOSC) guide to salvage and lightering evolutions. This document is designed to work in concert with the Incident Command System Operational Period Planning Cycle and should be used as a reference before or *during* an incident in order to assist with initial actions when preparing an Incident Action Plan for a salvage and/or lightering evolution. This document is *not* intended to be an all-inclusive technical guide to vessel salvage or lightering.

3347 Stranded Vessel Quick Response Card (QRC)

Establishing a quick and effective towing arrangement on a stranded vessel or one that has simply lost its ability to maneuver may mean the difference between a simple maneuvering evolution and disaster. The following QRC is provided to ensure that RPs are taking appropriate and adequate actions to mitigate risk to the vessel and further impact of the casualty.

3347.1 Vessels Adrift – Risk identification

	Vessel position	°Latitude, °Longitude	
	Current vessel set and drift	Degrees True	Knots
	Predicted set and drift due to weather/tide/current*	Degrees True	Knots
	Nearest shoal, hazard, or shipping lane	Identification	
	Distance to nearest shoal, hazard or shipping lane	Nautical mile (nm)	
	Time to reach nearest shoal, hazard or shipping lane (<i>nm/knots of drift</i>) / estimated time	Hours	hh:mm

*Vessels adrift may slow their set and drift with the use of a drogue or by lowering their ground tackle, even if it does not reach the sea floor. Slowing set and drift increases critical available response time.

3347.2 Towing Vessels – Time to rig tow

	Time to recall vessel crew / estimated time	hours	hh:mm
	Time to get towing vessel underway en route to stranded vessel position / estimated time	hours	hh:mm
	Distance from towing vessel to stranded vessel	nm	
	Cruising speed of towing vessel	knots	
	Time til towing vessel on scene (<i>nm/knots</i>)/ estimated time	hours	hh:mm
	Time to rig tow / estimated time	hours	hh:mm
	Time to re-setup for tow if first attempt fails	hours	
	Total time to take control of vessel (<i>hours til on scene + hours to rig tow</i>) / estimated time	**hours	hh:mm

** Time to take control of vessel must not exceed the time to reach the nearest shoal or hazard. Towing assets should be called upon in the following priority while ensuring adequate response time: (1) Commercial towing vessels (2) U.S. Coast Guard assets (3) DOD assets (4) U.S. vessels in the vicinity (5) Foreign vessels in the vicinity.

JULY 2016

3348 Sample SUPSALV Request Message

P _____ Z JAN 05

FM COGARD MSO CHICAGO IL

TO CNO WASHINGTON DC//N3N5/N311/N312//

INFO CCGDNINE CLEVELAND OH//M//

COMCOGARDGRU MILWAUKEE WI//OPS//

JCS NMCC WASHINGTON DC

COMNAVSEASYS COM WASHINGTON DC//00C//

COMLANTAREA COGARD PORTSMOUTH VA//M//

COMDT COGARD WASHINGTON DC//MOR/OPD//

JOINT STAFF WASHINGTON DC//J3/DDATHD/JDOMS//

USNORTHCOM

BT

UNCLAS

SUBJ: REQUEST FOR USN SUPSALV ASSISTANCE ISO RESPONSE TO SUNKEN TANK BARGE (TB) EMC423 ON CHICAGO SANITARY AND SHIP CANAL

REF/A/IAA/USCG-USN/15SEP1980//

REF/B//40 CFR PART 300//

NARR/REF A IS THE INTER-AGENCY AGREEMENT BETWEEN NAVY AND COAST GUARD FOR OIL SPILL CLEAN UP AND SALVAGE OPS. REF B IS THE NATIONAL OIL AND HAZARDOUS SUBSTANCES POLLUTION CONTINGENCY PLAN, FEDERAL REGULATIONS PROVIDING FOR INTER-AGENCY POLLUTION RESPONSE COORDINATION.//

1. IN ACCORDANCE WITH REFS A AND B, THE COAST GUARD FEDERAL ON-SCENE COORDINATOR, MSO CHICAGO, REQUESTS IMMEDIATE NAVSEA-00C, USN SUPERVISOR OF SALVAGE (SUPSALV), SUPPORT IN RESPONSE TO SINKING OF TB EMC423 ON THE CHICAGO SANITARY AND SHIP CANAL, STICKNEY, IL. SINKING OF TB EMC423 HAS CAUSED LIMITED CLOSURE OF CHICAGO SANITARY AND SHIP CANAL DUE TO NAVIGATION HAZARDS AND OIL SPILL CLEAN-UP OPS. REQUEST SUPPORT IN THE FOLLOWING AREAS: SALVAGE, DIVING, AND OIL SPILL CONTROL CONSULTATION, EVALUATION, PLANNING, AND OPERATIONAL SERVICES. SALVAGE EQUIPMENT AND SPECIALIZED OIL SPILL CONTROL EQUIPMENT MAY BE REQUESTED AT A LATER DATE. ANTICIPATED DURATION OF DEPLOYMENT IS 14 DAYS. FUNDING FOR PERSONNEL WILL BE UNDER THE OIL SPILL LIABILITY TRUST FUND, FPN G05002.

2. POC IS CAPTAIN TERRENCE CARTER: 630-986-2155.

BT

3349 Incident-Specific Critical Information

Following the report of an incident, certain initial information must be gained to mount a successful response and salvage operation. This list is not all-inclusive, but may be used to ensure certain critical information is gathered from on-scene personnel as well as from response resources. Many of the ship design particulars may be retrieved from the vessel's Shipboard Oil Pollution Emergency Plan (SOPEP) and Vessel Response Plan (VRP).

Incident Critical Information		
All Incidents		
	Safety status of crew	
	Proximity to navigation hazard	
	On-scene weather conditions	
	Forecasted weather conditions	
	Contracted resources	
	Potential damage / breaches in hull	
	Potential for spill or plume	
	Status of ground tackle	
	Communications nature and schedule	
	Quantity/nature of cargo/fuel/ballast	
	Status of propulsion & steering	
Grounding		
	Pre-casualty drafts	
	Post-casualty drafts	
	Tide height at grounding	
	Location/depth of soundings	
	Time/Height of next high tide	
	Tank soundings	
	Availability of salvage resources	
Fire		
	Status of shipboard fire pumps	
	Status of fixed firefighting systems	
	Risk of further damage to vessel	

	Status of emergency electrical systems	
	Availability of firefighting resources	
Collision/Allision/Flooding		
	Relative stability of each vessel	
	Status of ships dewatering systems	
	DOT, ACOE, State notified (allisions)	
	Bottom type	

3349.1 Elements of a Salvage Plan

All Incidents		
	Pre-incident drafts fore and aft	
	Cargo listing / volume	
	Fuel volume	
	Status of vessel propulsion and steering systems	
	Post casualty drafts	
	Contingency planning identifying possible failure points	
	Lightering considerations	
	Clear understanding or contractual agreement of responsibility for control of vessel	
	Strength of hull girder, damaged areas, attachment points, and rigging	
	Booming considerations	
	Means for controlling interference between pollution response and salvage efforts	
	Potential pollution risks and precautions to avoid or minimize impact	
	Communications plan	
	Anticipated start time and predicted tides, currents, weather	
Grounding		
	Post casualty drafts/locations/soundings	
	Bottom type	
	Estimated ground reaction	
	Force-to-free	
	Towing assets available/utilized and horse power of each	

	Predicted stability when re-floated
	A summary of the engineering rationale for retraction & refloating techniques
	Tow/rigging plan including attachment points
Lightering	
	Volume of cargo/fuel to be lightered
	Type of cargo to be lightered
	Identification of compatible receiving facilities
	Special procedures to handle hazardous cargo/materials
Flooding	
	Identification and listing of all dewatering systems to be employed
	Order of dewatering to ensure satisfactory stability of vessel
Transit Plan	
	Identification of transit route and final destination
	Means for controlling the vessel as it is freed
	Route identified, with special attention to increased draft and beaching areas
	Vessel escorts, if any, to be employed and horse power of each
	Any preparation of vessel necessary to gain permission for entry into destination

3350 Emergency Medical Services (EMS)

3351 EMS Group Supervisor

Under the direction of the Emergency Response Branch Director, the EMS Group Supervisor is responsible for coordinating and directing all emergency medical services related to the incident.

The major responsibilities of the EMS Group Supervisor are:

- Prioritize EMS responses related to the incident.
- Determine resource requirements.
- Direct and coordinate EMS responses.
- Manage dedicated EMS resources.
- Brief Emergency Response Branch Director on activities.
- Maintain Unit/Activity Log (ICS 214).

3360 Law Enforcement

3361 Law Enforcement Group Supervisor

Under the direction of the Emergency Response Branch Director, the Law Enforcement Group Supervisor is responsible for coordinating and directing all law enforcement activities, related to the

incident, which may include, but not limited to, isolating the incident, crowd control, traffic control, evacuations, beach closures, and/or perimeter security.

The major responsibilities of the Law Enforcement Group Supervisor are:

- Determine resource needs.
- Direct and coordinate law enforcement response.
- Manage dedicated law enforcement resources.
- Manage public protection action; e.g., evacuations, beach closures, etc.
- Brief Emergency Response Branch Director on activities.
- Maintain Unit/Activity Log (ICS 214).
- Perimeter/Crowd/Traffic/Beach Control
- Safety/Security Zones

3370 HAZMAT

Refer to Section 7000 for additional information regarding HAZMAT.

3380 Marine Firefighting

See Section 8000 for more information on marine firefighting.

3400 Air Operations

3401 Air Operations Branch Director (AOBD)

The Air Operations Branch Director (AOBD) is ground-based and is primarily responsible for preparing the Air Operations Summary Worksheet (ICS 220-CG), the air operations portion of the IAP and for providing logistical support to incident aircraft. The Air Operations Summary Worksheet (ICS 220-CG) serves the same purpose as the Work Assignment (ICS 204-CG) does for other operational resources, by assigning and managing aviation resources on the incident. The Air Operations Summary Worksheet (ICS-220-CG) may or may not be completed depending on the needs of the incident. The AOBD will ensure that agency directives, to include Coast Guard Air Operations Manual, COMDTINST M3710.1(series), flight manuals, unit restrictions, and other agency directives will not be violated by incident aircraft, e.g., flight hours, hoist limitations, night flying, etc. Individual aircrews retain primary responsibility to ensure their aircraft are operated in accordance with their own agency's restrictions and directives. It is also the responsibility of individual aircrews to keep the AOBD informed of their agency's restrictions and directives that may affect their ability to execute incident assignments. After the IAP is approved, the AOBD is responsible for overseeing the tactical and logistical assignments of the Air Operations Branch. In coordination with the Logistics Section, the AOBD is responsible for providing logistical support to aircraft operating on the incident.

3410 Law Enforcement

3411 Law Enforcement Group Supervisor

The major responsibilities of the Law Enforcement Group Supervisor are:

- Organize preliminary air operations.
- Coordinate airspace use with the FAA. Request declaration (or cancellation) of Temporary Flight Restriction (TFR) IAW FAR 91.173 and post Notice to Airmen (NOTAM) as required.
- Attend the tactics meeting and planning meeting to obtain information for completing the Air Operations Summary Worksheet (ICS 220-CG), if needed.

- Participate in preparation of the IAP through the OSC. Insure that the air operations portion of the IAP takes into consideration the Air Traffic Control requirements of assigned aircraft.
- Coordinate with the COML to designate air tactical and support frequencies.
- Perform operational planning for air operations.
- Prepare and provide Air Operations Summary Worksheet (ICS 220-CG), if completed, to the Air Support Group and Fixed-Wing Bases.
- Supervise all air operations activities associated with the incident.
- Evaluate helibase and helispot locations.
- Establish procedures for emergency reassignment of aircraft.
- Coordinate approved flights of non-incident aircraft in the TFR.
- Coordinate Coast Guard air assets with the appropriate Command Center(s) through normal channels on incident air operations activities.
- Consider requests for logistical use of incident aircraft.
- Report to the OSC on air operations activities.
- Report special incidents/accidents.
- Develop Aviation Site Safety Plan in concert with SOFR.
- Arrange for an accident investigation team when warranted.
- Debrief with OSC as directed at the end of each shift.
- Maintain Unit Log (ICS 214-CG).

3420 Air Tactics

3421 Air Tactical Group Supervisor (ATGS)

The ATGS is primarily responsible for tactical operations of aircraft and aircrews. This includes: 1) providing fuel and other supplies; 2) providing maintenance and repair of aircraft; 3) keeping records of aircraft activity, and 4) providing enforcement of safety regulations. The ATGS reports to the AOBD.

The major responsibilities of the ATGS are:

- Obtain a copy of the IAP from the AOBD, including Air Operations Summary Worksheet (ICS 220-CG), if completed.
- Participate in AOBD planning activities.
- Inform AOBD of group activities.
- Identify resources/supplies dispatched for the Air Tactical Group.
- Request special air tactical items from appropriate sources through Logistics Section.
- Coordinate activities with AOBD.
- Obtain assigned ground-to-air frequency for airbase operations from the Communications Unit Leader (COML) or Incident Radio Communications Plan (ICS 205-CG).
- Inform AOBD of capability to provide night flying service.
- Ensure compliance with each agency's operations checklist for day and night operations.
- Debrief as directed at the end of each shift.

- Determine what aircraft (fixed wing and helicopters) are operating within the area of assignments.
- Obtain briefing from the Air Operations Branch Director or Operations Section Chief.
- Manage air tactical activities based upon the Incident Action Plan.
- Establish and maintain communications with Air Operations, Fixed Wing Aircraft and Helicopter Coordinators, Air Support Group Supervisor, and Fixed-Wing Bases.
- Coordinate approved flights on non-incident aircraft or non-tactical flights in restricted air space area.
- Coordinate dispersant, in-situ burning, and bioremediation application through the Air Operations Branch Director.
- Obtain information about air traffic external to the incident.
- Receive reports of non-incident aircraft violating restricted air space area.
- Make tactical recommendations to approved ground contact (Operations Section Chief, Branch Director, or Division Supervisor).
- Inform the Air Operations Branch Director of tactical recommendations affecting the air operations portion of the Incident Action Plan.
- Coordinate air surveillance mission scheduling and observer assignments with the Situation Unit Leader.
- Identify remote sensing technology that may enhance surveillance capabilities.
- Coordinate air surveillance observations and provide reports by the most direct methods available.
- Report on air surveillance and operations activities to Air Operations Branch Director.
- Coordinate application monitoring requirements with the Helicopter and Fixed Wing Coordinators and the Situation Unit.
- Report on air application activities to the Air Operations Director.
- Report on incidents/accidents.
- Maintain Unit Log (ICS 214-CG).

3430 Air Support

3431 Air Support Group Supervisor (ASGS)

The ASGS is primarily responsible for supporting aircraft and aircrews. This includes: 1) providing fuel and other supplies; 2) providing maintenance and repair of aircraft; 3) keeping records of aircraft activity, and 4) providing enforcement of safety regulations. The ASGS reports to the AOBD.

The major responsibilities of the ASGS are:

- Obtain a copy of the IAP from the AOBD, including Air Operations Summary Worksheet (ICS 220-CG), if completed.
- Participate in AOBD planning activities.
- Inform AOBD of group activities.
- Identify resources/supplies dispatched for the Air Support Group.
- Request special air support items from appropriate sources through Logistics Section.

- Determine need for assignment of personnel and equipment at each airbase.
- Coordinate activities with AOBD.
- Obtain assigned ground-to-air frequency for airbase operations from the Communications Unit Leader (COML) or Incident Radio Communications Plan (ICS 205-CG).
- Inform AOBD of capability to provide night flying service.
- Ensure compliance with each agency's operations checklist for day and night operations.
- Ensure dust abatement procedures are implemented at helibases and helispots.
- Provide crash-rescue service for helibases and helispots.
- Debrief as directed at the end of each shift.
- Maintain Unit Log (ICS 214-CG).

3432 Airports/Helibases

A location within the general incident area for parking, fueling, maintenance, and loading of helicopters. See Section 9260 for listing of airports in our area of responsibility.

3433 Helispots

In addition to referring to Section 9260 for a listing of airports in our area of responsibility which may provide an appropriate helispot, also consider the establishment of helispots based on the needs of the incident in coordination with local, state, and industry resources, as well as in consideration of the information found in this area contingency plan and in the Geographic Response Plan.

3434 Certified Helos/Aircraft Providers

See Sections 9260 for resources.

3435 Fuel/Maintenance Sources

Through the airport and helibase resource information provided in Section 9260, confirm with the facility fuel type and capability prior to implementation.

3436 Air Traffic Control Procedures

Contact nearest local FAA Air Traffic Control Representative to coordinate air traffic issues and to request temporary flight restrictions (TFRs). USCG Air Station Houston, located at Ellington Airfield, may be able to assist in facilitating this request.

USCG Air Station Houston	Phone:	(713) 578-3000
Houston Center (primary TFR contact)	Phone:	(281) 230-5300
Houston area Flight Service Center (Montgomery County Radio)	Phone:	(936) 523-1642
Houston Approach	Phone:	(281) 230-8400

3500 Staging Areas

3510 Staging Area Manager

The Staging Area Manager (STAM) is under the direction of the OSC and is responsible for managing all activities within a Staging Area.

The major responsibilities of the STAM are:

- Proceed to Staging Area.
- Obtain briefing from person you are relieving.

- Establish Staging Area layout.
- Determine any support needs for equipment, feeding, sanitation and security.
- Establish check-in function as appropriate.
- Ensure security of staged resources.
- Post areas for identification and traffic control.
- Request maintenance service for equipment at Staging Area as appropriate.
- Respond to request for resource assignments. (Note: This may be direct from the OSC or via the Incident Communications Center.)
- Obtain and issue receipts for radio equipment and other supplies distributed and received at Staging Area.
- Determine required resource levels from the OSC.
- Advise the OSC when reserve levels reach minimums.
- Maintain and provide status to Resource Unit of all resources in Staging Area.
- Maintain Staging Area in orderly condition.
- Demobilize Staging Area in accordance with the Incident Demobilization Plan.
- Debrief with OSC or as directed at the end of each shift.
- Maintain Unit Log (ICS 214-CG).

3520 Pre-Identified Staging Areas

Staging areas are locations where incident personnel and equipment are assigned awaiting tactical assignment. Pre-identified staging areas should be established prior to an incident to allow for a smoother transition going into a response and to minimize downtime while trying to get a staging area established.

Staging areas are listed here:

San Luis Pass Area:

Brazoria County Park on the West Side of San Luis Pass.

I-45 south from Houston to Seawall Blvd. (FM 3005) in Galveston. Turn right on FM 3005, and proceed west to the first exit after the San Luis Pass Bridge. Take that exit and turn north into the marina and county park entrance. (18003 Park Rd.)

Galveston Intracoastal Waterway (from Chocolate Bayou to Causeway Bridge on (I45) :

Teichman Point at T&T Marine Ways - I-45 south from Houston to Harborview Drive - Teichman Road exit. Take the exit and proceed to the stop sign. Turn right onto Teichman Rd. and follow road to dead end at T&T Marine Ways.

Chocolate Bayou Bridge on FM 2004 - I-45 south from Houston to FM 2004. Turn right and proceed west to the Chocolate Bayou Bridge. The staging area is at the public boat ramp under the bridge.

South Jetties Flats - I-45 south from Houston to Seawall Blvd. (FM 3005). Turn left on FM 3005 and proceed east until the seawall curves to the right and takes you into the South Jetties. The staging area is at the foot of the South Jetties Flats.

Galveston Yacht Basin - I-45 south from Houston to Harborview Drive exit. Turn left onto Harborview Dr. and proceed to Holiday Dr. turn left on Holiday Dr. and proceed to the boat ramp located at the end of the road.

Sand Island:

Marina at the end of the Texas City Dike.

I-45 south from Houston to Emmett Lowry Hwy. Exit right onto Emmett Lowry Hwy and travel east to the end of the highway at Bay St. Turn right onto Bay St. and proceed to the first traffic light. Turn left onto the Texas City Dike.

Bolivar Peninsula:

East ferry landing parking lot at Hwy 87

I-45 South from Houston to Seawall Blvd. (FM 3005) on Galveston Island. Turn left and proceed east to ferry crossing at the end of the island. Cross the ferry to Bolivar Peninsula at Hwy 87. The staging area is in the parking lot at the East ferry landing.

Texas City:

Three points on the Texas City Dike as follows:

- a. North side public boat ramp at the beginning of the dike
- b. South side public boat ramp at the mid-point of the dike
- c. Marina at the end of Texas City Dike

I-45 south from Houston to Emmett Lowry Hwy exit. Exit right onto Emmett Lowry Hwy and travel east to the end of the highway at Bay Street. Turn right on Bay Street and proceed to the first traffic light. Turn left onto Texas City Dike.

Dickinson Bayou:

Dickinson Bridge public boat ramp on the north side of the Dickinson Bridge on Hwy 146 (under the bridge)

East on Hwy 225 from Houston to Hwy 146. Turn right on Hwy 146 and proceed south to the Dickinson Bridge. Exit onto the feeder before the bridge and proceed under the bridge to the public boat ramp.

Clear Lake:

Clear Lake public boat ramp located on the south side of the Kemah Bridge on Hwy 146 (under the bridge)

East on Hwy 225 from Houston to Hwy 146. Turn right on Hwy 146 and proceed south to the Kemah Bridge. Cross the bridge to the south side and exit right to the public boat ramp at the bottom of the bridge.

Bayport:

Bayport docks

East on Hwy 225 from Houston to Hwy 146. Turn right on Hwy 146 and proceed to the Bayport exit. Exit and turn left, then proceed east to the Bayport docks.

Houston Ship Channel:

Bayland Park public boat ramp

East on Hwy 225 from Houston to Hwy 146. Turn left on Hwy 146 and proceed north to the Bayland Park exit. Turn right into the park and proceed west to the public boat ramp. Located approximately one and one-half miles north of the Baytown Tunnel.

Trinity Bay: (East Side)

Fort Anahuac Park public boat ramp - East on I-10 from Houston to Hwy 61. Exit right on Hwy 61 to Anahuac. Travel south on Hwy 61 to Fort Anahuac Park.

Oak Island - East on I-10 from Houston to Hwy 61. Turn right on Hwy 61 and proceed south to junction of Hwy 61 and Fm 562. Hwy 61 branches west to Anahuac and FM 562 continues south, so follow FM 562 south to Eagle Road. Turn right onto Eagle Road. Proceed west on Eagle Road, cross the West Fork of Double Bayou, and Eagle Road comes to a "T" intersection. Turn left and follow the road to the Oak Island public boat ramp at the entrance of the West Fork of Double Bayou into Trinity Bay.

Smith Point - East on I-10 from Houston to Hwy 61. Turn right on Hwy 61 and proceed south to junction of Hwy 61 and FM 562. Follow FM 562 south all the way to the tip of Smith Point. Robbins Park is located along the Trinity River Channel at the end of FM 562.

Trinity Bay: (West Side)

Crawley Marina - East on Hwy 225 from Houston to Hwy 146. Turn left on Hwy 146 and proceed north to Hwy 55. Turn right onto Hwy 55 and proceed east on Hwy 55 to FM 1405. Turn right on FM 1405 and proceed south to FM 2354. Turn left on FM 2354 and proceed east to Crawley Marina.

Point Barrow - Same as directions to Crawley Marina, and continue east from the Marina on FM 2354 to Point Barrow public boat ramp.

Thompson's Fishing Camp - East on Hwy 225 from Houston to Hwy 146. Turn left on Hwy 146 and proceed north to Hwy 55. Turn right onto Hwy 55 and proceed east on Hwy 55 to FM 1405. Turn right on FM 1405 and proceed south to FM 2354. Turn right onto FM 2354 and proceed west to Thompson's Fishing Camp.

High Island:

High Island State public boat ramp, located on the West Side of Hwy 124 at the Intracoastal Waterway

East on I-10 from Houston to Hwy 124 exits to Winnie. Turn right on Hwy 124 and proceed south to the High Island Bridge. Cross the bridge and exit right to the boat ramp located on the south side of the bridge.

Rollover Pass:

Rollover Pass public boat ramp, located on West Side of the pass. East on I-10 from Houston to Hwy 124 exits to Winnie. Turn right on Hwy 124 and proceed south to Hwy 87. Turn right on Hwy 87 and proceed west to Rollover Pass Bridge. Cross the bridge and turn right to the public boat ramp.

Freeport:

Public boat ramp near Surfside, located off of FM 332 at the Intracoastal Canal Bridge.

Matagorda:

Public boat ramp located on the left side of state Highway 60, Matagorda, Texas.

3530 Security

The Operations Section is responsible to provide safe guards needed to protect personnel and property from loss or damage.

3600 Wildlife

Every spill will be assessed for potential impacts to wildlife. The Wildlife Branch will be activated when either a Federal or State natural resource trustee agency, responsible party (RP), or the Unified Command (UC) determines that an oil spill is in the vicinity of wildlife resources (primarily birds, marine mammals, sea turtles), or has a trajectory that puts wildlife resources at risk. Once this determination has been made, the Operations Section Chief and the UC will be notified when the Wildlife Branch is

operational. As described in Section 3675 (Response Actions), the Wildlife Branch will be developed to appropriately respond to anticipated adverse effects on wildlife.

The primary purpose of the Wildlife Branch is to provide the best achievable care for impacted wildlife and to minimize wildlife losses, including preventing injury to wildlife or habitat from both the oil and implementation of response countermeasures. However, undertaking an effective response requires planning and preparation before the need to respond to an actual incident.

It is important to note that this section is intended to be all-inclusive, and useable for large incidents. Responders should first consider the scope of the incident and impact to affected wildlife first, then apply all or any applicable portions of this Wildlife Response Plan for an appropriate response.

3601 Wildlife Branch Director

Upon activation of the Wildlife Branch by the UC, RP, and/or appropriate Federal or State trustee agency(ies), a Branch Director shall be assigned within the Wildlife Branch to serve as the direct conduit between the Wildlife Branch and the Operations Section Chief under the Operations Section organization.

Because of their jurisdiction over wildlife under Federal or State laws and regulations, the position of Wildlife Branch Director will be assumed by a Federal (U.S. Fish and Wildlife Service (USFWS), National Marine Fisheries Service (NMFS)) or State wildlife agency (Texas Parks and Wildlife Department (TPWD)) representative or their designee. This designation will be made by the Federal On-Scene Coordinator (FOSC) on a case-by-case basis or through a pre-existing agreement.

Appointment of other parties, including RP representatives, to this position may be made by mutual agreement between the FOSC and on-scene Federal and State wildlife agency representatives with a Federal or State wildlife agency representative then assuming the position of Deputy Wildlife Branch Director. This designation will remain in effect during an incident and for such periods of time as may be deemed appropriate or until a request is made to the FOSC by the on-scene Federal and State wildlife agency representatives that the designation be changed. The use of a RP representative may be beneficial to the operations of the Wildlife Branch as it helps expedite logistical and financial needs. If this occurs, it should be verified that the RP representative has prior experience with a wildlife response event.

In establishing the Wildlife Branch organization, the Wildlife Branch Director may designate a Deputy Director to assist in carrying out assigned responsibilities. In some instances, the designation of multiple Deputy Directors may serve to ensure unified representation by appropriate trustees and the RP, while maintaining an appropriate organizational structure within the chain of command.

The Wildlife Branch Director is responsible for managing all wildlife rescue and rehabilitation operations and personnel. The Wildlife Branch Director activates and supervises wildlife operations in accordance with the Incident Action Plan (IAP) and directs its execution, directs the Branch Operations, requests resources, coordinates release of resources with the Planning Section, ensures coordination with other Sections or Units within the Incident Command System (ICS) and reports to the Operations Section Chief. The magnitude of the event and the potential for wildlife to be impacted will dictate the level of staffing in the Wildlife Branch. Smaller spills will generally have less staff. Under these circumstances the Branch Director may have to take on additional responsibilities beyond those described below. In addition to the general duties listed above, the Wildlife Branch Director's duties include but are not limited to:

- Supervise the Wildlife Reconnaissance Group (coordinating aerial, shoreline, and on-water wildlife surveys), the Bird Recovery and Rehabilitation Group, the Marine Mammal Recovery and Rehabilitation Group, and the Sea Turtle Recovery and Rehabilitation Group;
- Attend tactics meetings, planning meetings, and UC briefings;
- Develop the Branch-specific portion of the IAP for the next operational period (2006 Incident Management Handbook, p. 19-17);
- Manage and track Branch personnel using an appropriate tracking system;

- Oversee the preparation of work order forms for IAP preparation and logistics tracking;
- Provide updates to the UC, Planning Section, and Public Information Officer/Joint Information Center (JIC) regarding the status of wildlife and stranded marine mammals (live and dead, observed and captured);
- Ensure that wildlife samples are collected in coordination with the Sampling Specialist;
- Identify methods to minimize collateral damage to wildlife and habitat from recovery, transportation, and reconnaissance operations;
- Ensure that qualified personnel perform wildlife recovery and rehabilitation safely and properly, and under the appropriate authority (e.g. Stranding Agreements, permits, etc.);
- Establish the 1-800 Oiled Wildlife Hotline to enable public reporting of affected wildlife;
- Ensure appropriate use, maintenance, and disposition of ICS forms (documentation);
- Maintain Unit/Activity Log (ICS 214);
- Update the media as requested by the UC;
- Identify resources that can be released, and develop and implement a Wildlife Branch Demobilization Plan; and
- Ensure Branch personnel have appropriate/required training and certifications.

3602 Deputy Wildlife Branch Director

- The Deputy Wildlife Branch Director reports to the Branch Director and serves as a key member of the Branch Management Team. Duties of the Deputy Branch Director include, but are not limited to:
- Attend to Wildlife Branch Director responsibilities when the Director is absent;
- Develop and disseminate Branch organization chart;
- Ensure that Group and Team leaders are provided with appropriate job descriptions and job aids;
- Develop Wildlife Branch Safety Plan in concert with the Safety Officer, ensure that all personnel assigned to the Branch receive a daily pre-operational safety briefing and a post-operational de-briefing, and record a summary each day as a part of the Unit Log (ICS 214);
- Coordinate and document personnel and logistical support needs with Group Supervisors, prepare logistical requests to the Logistics Section;
- Serve as direct liaison between the Branch and the Resources at Risk (RAR) Specialist, and Shoreline Cleanup and Assessment Technique (SCAT) Team Leader(s) in the Environmental Unit;
- Provide operational updates to the Situation Unit;
- Coordinate the development of standardized evidentiary protocols with each respective Office of Law Enforcement for USFWS and NMFS, and Federal and State Natural Resource Damage Assessment (NRDA) trustee agency representatives, ensuring that the needs of each entity are met;
- Coordinate with the Bird and Marine Mammal Recovery and Rehabilitation Group Leaders to determine logistical needs for:
 - Search and recovery
 - Field tagging of dead and live animals

- Transporting dead and live animals
- Necropsy of dead animals
- Identification of a central wildlife processing center
- Treatment and rehabilitation facilities
- Veterinary services
- Serve as a direct liaison with the Logistics Section to ensure proper documentation and timely processing of requests;
- Coordinate the 1-800 Oiled Wildlife Hotline; and
- Maintain Unit/Activity Log.

3610 Introduction and Background of Wildlife Response Plan

The purpose of this Wildlife Response Plan is to outline the responsibilities of the Wildlife Branch within a UC structure, define the response procedures to be used, and identify the personnel and equipment necessary to meet the responsibilities of the RP regarding protection and rehabilitation of respective Federal and State agency trust resources during an oil spill. The mission of the Wildlife Branch is to minimize the adverse impacts of the oil spill and response on wildlife.

The content of this Wildlife Response Plan covers a variety of aspects associated with a response, and is intended to help guide new or experienced personnel to properly address wildlife matters and setup an appropriate organizational structure to support an adequate response. As such, it is important to note that this Wildlife Response Plan is a “living and breathing” document, which should be expanded, contracted and/or adapted based on the needs of an incident. For example, the response and supporting organizational structure will be quite different when addressing only two migratory birds oiled following a spill, vice an incident which involves impacts to hundreds of migratory birds, sea turtles, dolphins, whales, etc.

The Wildlife Response Plan contains:

- Statutory, policy, and procedural bases of the Wildlife Branch operations;
- Activation criteria and factors to consider when developing response actions; and
- Organizational infrastructure for wildlife response operations.

When oil spills occur, the ICS is used as the organizational structure to coordinate the response actions. The ICS organizational structure typically includes the UC and the Operations, Planning, Logistics, and Finance Sections. The actual response organization will grow to fit the level of response necessary for a specific incident. Response actions concerning the protection, identification, rescue, processing, and rehabilitation of oiled or threatened wildlife are performed by the Wildlife Branch within the Operations Section.

It is the policy of the Area Committee (CTCAC) that the UC will identify the need for a Wildlife Branch, and designate the position of Wildlife Branch Director. The Wildlife Branch Director position may be filled by anyone who possesses a firm understanding, sound judgment, and effective management skills associated with Wildlife Response, and may be a full-time employee of a Federal, State, or local wildlife response organization or trustee, as well as a member of the RP hired to support Wildlife Response efforts following an incident. Regardless of who is assigned as Branch Director, it is critical that this person surround themselves with the appropriate trustees and local wildlife response experts to ensure an effective response to impacted wildlife.

Within the Wildlife Branch there may be four Groups that report to the Branch Director: the Wildlife Reconnaissance Group; the Bird Recovery and Rehabilitation Group, the Marine Mammal Recovery and Rehabilitation Group, and the Sea Turtle Recovery and Rehabilitation Group. Based on the scope of the incident and type of Groups established, it is important to involve RP representatives either as members or liaisons within the Branch. The use of RP representatives may improve communications to benefit

logistical and financial needs of the Branch, as well as provide an opportunity to learn the processes involved in Wildlife Response for use in improving internal plans and procedures for future responses.

Coordination between the Wildlife Branch in the Operations Section and the Environmental Unit, a part of the Planning Section, is critical. Wildlife Branch field staff perform reconnaissance by land (field observations), boat (SCAT teams), and air (overflights); and provide any pertinent information regarding wildlife impacts to the Environmental Unit. This information is also disseminated to the Operations and Planning Sections for use in the assessment and planning of response strategies.

The Wildlife Branch Director is responsible for keeping the UC informed, through the Operations Section Chief and the Situation and Environmental Units in the Planning Section, regarding the status of affected wildlife during the response. While the organizational structure, roles, and responsibilities remain the same regardless of the location and type of material spilled (i.e., oil or hazardous substance, marine or inland environments), some functions may be altered as appropriate.

This Wildlife Response Plan has been developed to meet portions of the CTCAC's Fish and Wildlife and Sensitive Environments Plan requirements set forth in the National Contingency Plan (NCP), 40 CFR Part 300.210 (c)(4).

3611 Federal Mandates

The Oil Pollution Act of 1990 (OPA 90), incorporated into the NCP, required that a Fish and Wildlife and Sensitive Environments Plan be developed in consultation with the USFWS, the National Oceanic and Atmospheric Administration NOAA, and other interested parties, including State fish and wildlife agencies (33 U.S.C. 1321(d)(2)(M)).

The Wildlife Response Plan must include "immediate and effective protection, rescue, rehabilitation of, and minimization of risk of damage to fish and wildlife resources and habitats that are harmed or that may be jeopardized by a discharge".

Additionally, 40 CFR Part 300.210(c)(4) sets forth the requirements for this plan as an annex to Area Contingency Plans. This Wildlife Response Plan has been written in conjunction with other sections of this CTCAC Plan to address these Federal requirements. Certain other Federal and State laws also apply to oil spill response. Of particular concern is compliance with the Migratory Bird Treaty Act (MBTA), Marine Mammal Protection Act (MMPA), and Endangered Species Act (ESA).

3611.1 Migratory Bird Treaty Act

The Migratory Bird Treaty Act, 16 U.S.C. 703-711, protects most bird species in the United States and requires specific authorization (or exemptions) to conduct activities that may result in a "take" of migratory birds. "Take" is defined as "to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect or attempt to engage in any such conduct". Most response actions that would result in a "take" are permitted by issuance of a Migratory Bird Rehabilitation Permit (50 CFR Part 21.31). A rehabilitation permit authorizes recovery, temporary possession, transport, and rehabilitation of oiled migratory birds. The permit provisions also allow authorized individuals to euthanize migratory birds that are medically determined to have poor prospects of survival.

Permitted rehabilitators must be authorized to work on a specific oil spill incident by USFWS and the FOSC. It is policy of the USFWS, as well as a requirement of this CTCAC Plan, to require spill responders to comply with the care standards outlined in *Best Practices for Migratory Bird Care During Oil Spill Response*. This USFWS document was developed "to serve as guidance for acquiring the best achievable care for birds during an oil spill response" and is available at:

http://www.fws.gov/contaminants/Documents/best_practices.pdf.

The Migratory Bird Rehabilitation Permit stipulates that specific authorization to remove dead oiled birds must be obtained from the USFWS for each spill incident. The Wildlife Branch, in consultation with the trustee agencies, will develop protocols and authorizations for removing dead, oiled birds for each incident.

3611.2 Endangered Species Act

The Endangered Species Act of 1973), 16 U.S.C. 1531-1543, has strict permit requirements for the handling of threatened and endangered species (listed species). Permitting requirements apply (with a few exceptions) for any species listed as threatened or endangered. A Migratory Bird Rehabilitation Permit (see above) authorizes the recovery, temporary possession, transport, and rehabilitation of oiled threatened and endangered species of migratory birds with no additional ESA permits required.

In the event of an oil spill or hazardous substance release, the ESA must be considered in the development of Federal response activities and actions during an oil spill response. As the spill response occurs, the FOSC must consult with the natural resource trustees as laid out in Section V.B of the *Inter-agency Memorandum of Agreement Regarding Oil Spill Response Activities Under the Federal Water Pollution Control Act's National Oil and Hazardous Substances Pollution Contingency Plan and the Endangered Species Act (ESA MOA)*. The Environmental Unit as outlined in the ESA MOA will address ESA Section 7 Consultation requirements. However, the Wildlife Branch will be instrumental in documenting the effects of response actions on listed species. Coordination between the Wildlife Branch and the Environmental Unit is critical to accomplishing this task.

There is a contingency under the MMPA that gives a waiver for the “take” of marine mammals by Federal or State employees for the health and safety of the animals or for human safety. There is no such exemption under the ESA but, a scientific research and enhancement permit (No. 932-1489) held by NOAA’s Marine Mammal Health and Stranding Response Program covers oil spill-related actions under the MMPA and ESA.

3611.3 Marine Mammal Protection Act

Under the Marine Mammal Protection Act, 16 U.S.C. 1379, Section 109(h)(1)), federal, state, and local government officials, or persons designated under MMPA Section 112(c) by the relevant Secretaries of the Departments of the Interior or Commerce, may take marine mammals during the course of their official duties if such taking is for the protection or welfare of the mammal, the protection of public health and welfare, or the non-lethal removal of nuisance animals. Government contractors conducting officially authorized oiled wildlife spill response related activities and acting under the direct supervision of the Wildlife Branch Director are regarded as spill response employees and may take marine mammals if the Wildlife Branch is activated and the Wildlife Branch Director is authorized pursuant to Section 109(h) of the MMPA and implementing regulations (USFWS, NMFS, State wildlife agency), or is designated by NOAA under 16 U.S.C. 1382 Section 112(c). “Take” is considered appropriate for the purposes of recovery and transport of marine mammals (live or dead) to a designated location, rehabilitation by an authorized facility, return to the wild, or for the collection of evidence. If oiled wildlife spill response personnel are contract employees of a non-government entity and not otherwise authorized pursuant to Section 109(h) or 112 (c) of the MMPA, authorization to take marine mammals during spill response activities must be obtained directly from the appropriate Federal trustee (USFWS or NMFS). Likewise, if the Wildlife Branch is not activated, authorization to take marine mammals must be obtained directly from the appropriate Federal trustee (USFWS or NMFS) pursuant to 16 U.S.C. 1382 Section 112(c).3612 Natural Resource Trustees

Natural resource trustee agencies provide input into the selection of response methods used so that wildlife operations comply with each trustee’s governing laws and obligations to preserve and protect wildlife and habitat. During a spill response, the trustee agencies will advise the Wildlife Branch Director about local wildlife resources, sensitive species or habitats, logistical considerations, and other issues that arise.

3612 Federal Trustee Agencies

Federal trustee agencies that are most likely to participate in Wildlife Branch decisions and response activities are as follows:

- Department of the Interior
- Bureau of Indian Affairs

- Bureau of Land Management
- National Park Service
- U.S. Fish and Wildlife Service
- Department of Commerce
- NOAA, Office of Response and Restoration
- NOAA, National Marine Fisheries Service
- NOAA, National Marine Sanctuaries
- Department of Agriculture
- U.S. Forest Service
- APHIS Wildlife Services
- Department of Defense (military lands)

The U.S. Coast Guard and the U.S. Environmental Protection Agency are not trustee agencies for natural resources, but are the primary lead Federal agencies during a spill response and also participate in the Wildlife Branch decisions. In any spill the RP, or discharger, is responsible to the trustees, Federally recognized Indian Tribes, and foreign trustees; all of whom are empowered to assess impacts and seek compensation for injuries to natural resources which have been caused by a discharge of oil or release of a hazardous substance.

3613 State Trustee Agencies

State trustee agencies that are most likely to participate in Wildlife Branch decisions and response activities will vary by state and may include:

- Texas Parks and Wildlife Department
- Texas General Land Office (TGLO)
- Texas Commission on Environmental Quality (TCEQ)

*Note: TGLO and TCEQ are not primarily resource agencies for Wildlife Response, but they are Natural Resource Damage Assessment Trustee agencies. Though TGLO/TCEQ Spill Responders will not typically take the lead on Resources at Risk issues, their considerations and insight will be weighed.

3614 Tribal Organizations

Indian Tribes retain sovereign authority to manage wildlife resources issues within reservation boundaries. Consultation and coordination is necessary with Tribal governments whose lands may be impacted by an oil spill. Regardless of whether an oil spill occurs directly on Tribal lands, or moves onto or through Tribal lands, Tribes have an important role in developing wildlife response actions affecting Tribal resources. Tribes may have additional natural resource interests related to retained rights outside of reservation lands. In such circumstances, the Wildlife Branch will work in coordination with affected Tribes to develop appropriate wildlife response strategies to address wildlife and Tribal concerns, in compliance with Executive Order 13175 (Consultation and Coordination with Indian Tribal Governments), Department of the Interior Secretarial Order 3206, USFWS Native American Policy, as well as compliance with this CTCAC Plan.

3615 Agreement Regarding Wildlife Response Activities

In order to provide an efficient and coordinated response, principle Federal and State fish and wildlife trustees may enter into cooperative agreements regarding a variety of issues that arise during spills of oil and hazardous substances. These issues include agency response roles, reconnaissance, capture, treatment, rehabilitation, and release of injured wildlife.

3620 Wildlife Branch Organization

The Wildlife Branch Director directs the operations of the Wildlife Branch and reports to the Operations Section Chief. Within the Wildlife Branch, four Groups report to the Wildlife Branch Director:

Wildlife Reconnaissance Group - aerial, ground, and on-water reconnaissance of wildlife in the spill area.

Bird Recovery and Rehabilitation Group - search, recovery, transport, rehabilitation, documentation and deterrence of birds.

Marine Mammal Recovery and Rehabilitation Group - search, recovery, transport, rehabilitation, documentation, and deterrence of marine mammals.

Sea Turtle Recovery and Rehabilitation Group - search, recovery, transport, rehabilitation, documentation, and deterrence of sea turtles

To ensure Wildlife Branch objectives are achieved with maximum efficiency, the Wildlife Branch Director coordinates and manages the activities of all personnel in the Wildlife Branch who fall under the authority of the UC during a spill response. These include federal, state, and local agencies along with commercial and non-profit organizations responsible for wildlife. The Wildlife Branch Director will manage all personnel and equipment supplied by the RP to the Wildlife Branch. This organizational structure is expanded beyond the structure described in the Incident Management Handbook (USCG COMDTPUB P3120.17A), which includes only the Wildlife Recovery Group and Wildlife Rehabilitation Center.

3621 Wildlife Veterinarian

Wildlife Veterinarians may be assigned to individual Groups and report to the associated Group Supervisor. They provide professional medical knowledge associated with a particular species of animal, and are responsible for ensuring impacted animals are getting appropriate medical treatment. In addition, each Wildlife Veterinarian works within their assigned Group and with associated trustee agencies to develop euthanasia protocols appropriate for each spill incident.

For marine mammals, each stranding network partner generally has an experienced veterinarian to help respond to live stranded animals and for rehabilitation. Assigned Wildlife Veterinarians may oversee these pre-identified veterinarians, but should not be a substitute for an experienced marine mammal veterinarian. Euthanasia protocols exist for marine mammals and should be followed. New protocols should not be developed by the Wildlife Veterinarian.

3622 Volunteers

Spill incidents that impact wildlife often generate a significant interest from the general public to volunteer their efforts. Some of these volunteer workers will be assigned jobs where they are compensated; others will be assigned work where they do not receive compensation. Regardless of where and how this volunteer work force is put to use, they must be managed and appropriately trained. During a spill, the Wildlife Branch Director, in coordination with respective Bird, Marine Mammal, and/or Sea Turtle Recovery and Rehabilitation Group Supervisors, will determine the need to request volunteer assistance.

If volunteers are used during a spill response, a Volunteer Coordinator (reporting to the appropriate Recovery and Rehabilitation Group Leader and coordinating with the overall Volunteer Coordinator in the Planning Section) will be identified to direct volunteer notification, training and "employment" activities. To reiterate, the Wildlife Branch Director will be responsible for identifying whether volunteers can or cannot be used based on the situation. And if volunteers can be used, the Wildlife Branch Director will inform the Volunteer Coordinator of how many volunteers, what roles they would fill, and what training they will need prior to assignment to the Wildlife Branch. In addition to general public volunteers, wildlife rehabilitation contractors often maintain a database of potential volunteers that likely have prior training and experience.

3630 Wildlife Reconnaissance Group

The Wildlife Reconnaissance Group is responsible for determining the location and movement of animals that may potentially become or have already been impacted by oil and/or spill response activities. Daily and seasonal movement of birds or other affected wildlife necessitates rapid, real-time characterization and reconnaissance of animal concentrations. The Reconnaissance Group consist of the Aerial, Boat, and Shoreline Survey Units. Each unit may be composed of multiple teams.

The Reconnaissance Group is responsible for coordinating surveys that occur in habitat for threatened or endangered species in National Marine Sanctuary, Congressionally Designated Wilderness Areas, or State Parks. Depending on the spill size, individuals within the Reconnaissance Group may be integrated with the various Recovery and Transportation Units to conduct SCAT, however there is some risk of over-tasking individuals or the teams. Experienced personnel are essential for effective wildlife reconnaissance and surveillance. Observers should be able to identify animal species present in the region and behavioral characteristics associated with oil impacts and knowledgeable about local ecological factors.

Wildlife Reconnaissance Group personnel may include professional wildlife biologists, trustee agency representatives, wildlife response and rehabilitation contractors, and other trained personnel. If specialized surveys for threatened and endangered species are needed, additional wildlife specialists may be called in by the Reconnaissance Group Supervisor or Wildlife Branch Director. These specialists will advise the Branch Director and the UC about threats to listed species, the locations and numbers of oiled animals, and the need for capture, deterrence, or other protection strategies. These experts will typically use species-specific observation protocols.

3640 Bird Recovery and Rehabilitation Group

The Bird Recovery and Rehabilitation Group is responsible for implementing approved deterrence measures, recovering dead birds, capturing and transporting live birds to processing centers, and providing medical care to minimize bird losses during spill response. Wildlife recovery by any agency or organization must be done under the direction of the Wildlife Branch, with approval of the UC. Bird Recovery and Rehabilitation Group personnel activated, must comply with agreements and permits from the appropriate management agencies (i.e. USFWS, NMFS, State wildlife agencies).

The Bird Recovery and Rehabilitation Group is staffed by Federal and State trustee agency personnel, and/or approved contractors. The Bird Recovery and Rehabilitation Group is made up of three units: Bird Recovery and Transportation Unit, Bird Rehabilitation Unit, and Bird Hazing Unit. The level of staffing required for each Unit is dependent on the type and amount of material spilled, location of the incident, and potential threat or impact to trust resources.

3641 Bird Recovery and Transportation Unit

The Bird Recovery and Transportation Unit is responsible for recovering live and dead oiled birds, and transporting them to rehabilitation facilities. Success at recovering impacted birds (especially mobile birds) depends on proper technique and timing. Only trained staff should recover live birds. Once captured, impacted live birds should be transported to the designated primary care or rehabilitation facility as soon as possible. Appropriate measures, to include chain of custody documentation, must be undertaken by the Wildlife Branch to ensure that all dead animals are recovered, appropriately identified, documented, and held until the trustees approve disposal. The prompt removal of disabled and dead oiled animals from the environment can be critical to minimize the effects of secondary oiling such as poisoning of predators and scavengers.

The Wildlife Branch, in consultation with the trustee agencies, will develop incident-specific protocols and authorizations for removing and handling dead, oiled birds for each incident. All live, disabled, and freshly-dead animals, oiled and un-oiled, should be recovered and processed for triage and rehabilitation or for processing and storage, as appropriate or as directed by an appropriate trustee agency.

3642 Bird Rehabilitation Unit

The Bird Rehabilitation Unit is responsible for ensuring that live birds exposed to oil receive the best achievable care are properly documented, sampled, tracked, and released. The Bird Rehabilitation Unit is responsible for the oversight of all rehabilitation facilities whether they are permanent or mobile. When rehabilitated animals are ready for release, clean, non-oiled release sites should be chosen in consultation with appropriate trustee agencies.

Facilities designed for oil spill response must meet minimum space requirements and incorporate all required aspects of bird treatment and rehabilitation. Facilities must comply with Federal and State regulations and must meet minimum care standards provided in *Best Practices for Migratory Bird Care During Oil Spill Response*. An ideal facility should include:

- Areas for intake, physical exam, and evidence processing;
- Space for a veterinary hospital with isolation capabilities;
- Indoor bird housing and caging;
- Food storage and preparation facilities;
- Animal washing and rinsing areas;
- Indoor drying pens;
- Outdoor pool and pen areas;
- Pathology facilities;
- An area with restrooms, separate rooms for eating and volunteer training;
- Administrative offices with multiple phone and fax lines and with conference space;
- Storage;
- Access to a large parking area; and
- Adequate ventilation, hot and cold water, and climate control.

3643 Bird Hazing Unit

The Bird Hazing Unit is responsible for determining when and if bird deterrence operations should take place. The recommendation will be guided by site-specific and species-specific factors present at the time of the oil spill and availability of proven deterrence techniques. If deterrence is determined to be warranted, the Unit should develop a site-specific deterrence plan in consultation with appropriate trustee agencies. Deterrence should always be considered in heavily impacted habitats, particularly when clean sites are present in the area. Birds that have already been oiled should not be dispersed in order to prevent the spread of oil to unaffected areas and bird populations. Rather, an attempt should be made to capture oiled birds as soon as practical.

Deterrence devices include both visual and auditory techniques. A variety of deterrence devices are available and can be deployed to meet the situation including helicopters, fixed-wing aircraft, propane cannons, shell crackers, bird bombs, screamers, launchers, airboats, ATVs, sonic buoys, Mylar tape, lasers, flags, distress and alarm calls, and effigies. Preemptive capture is another means of keeping birds and other wildlife away from oil and cleanup operations.

Deterrence activities must take place only under the authority and oversight of the trustee agencies, in coordination with the UC. The recommendation to haze will be guided by site-specific and species-specific factors at the time of the spill and availability of proven deterrence techniques. The Bird Recovery and Rehabilitation Group Supervisor directs the Bird Hazing Unit.

3650 Marine Mammal Recovery and Rehabilitation Group

The Marine Mammal Recovery and Rehabilitation Group is responsible for implementation of approved deterrence and/or hazing measures, recovering dead marine mammals for necropsy and sampling, capturing and transporting live and stranded marine mammals to facilities for rehabilitation, and providing medical care to impacted animals. These activities are performed in close coordination with the UC, trustee agencies, and the Texas Marine Mammal Stranding Network (TMMSN) or other participating Marine Mammal Stranding Network organizations. Wildlife recovery by any agency or organization must be conducted under the direction of the UC and comply with agreements and permits from the appropriate management agency(ies) (i.e., state wildlife agencies, NMFS, USFWS).

The Marine Mammal Recovery and Rehabilitation Group is staffed by representatives from Federal and State trustee agencies, Marine Mammal Stranding Network personnel and approved wildlife rehabilitation contractors.

3651 Marine Mammal Recovery and Transportation Unit

The Marine Mammal Recovery and Transportation Unit is responsible for recovering live and dead impacted marine mammals and transporting them to facilities for rehabilitation or necropsy, to include ensuring proper chain of custody processes are implemented.

The Marine Mammal Recovery and Transportation Unit evaluates the need to capture free-swimming impacted marine mammals on a case-by-case basis. If marine mammals are determined to be ill and require retrieval, capture will be instituted by the Marine Mammal Recovery and Transportation Unit, in conjunction with NMFS (for cetaceans), USFWS (for manatees), and sufficiently trained and experienced capture personnel (members of the Marine Mammal Stranding Network). Success at recovering marine mammals depends on proper technique and timing. Only trained personnel should recover live marine mammals. Once captured, impacted live marine mammals should be transported to the designated primary care or rehabilitation facility as soon as possible.

Appropriate measures must be undertaken by the Wildlife Branch to insure dead animals are recovered appropriately, identified, documented, and held until the trustees approve disposal. The prompt removal of disabled and dead oiled animals from the environment can be critical to minimize the effects of secondary oiling such as poisoning of predators and scavengers. All live, disabled, and freshly dead animals, oiled and un-oiled, should be recovered and processed for triage and rehabilitation or for the processing and storage, as appropriate. A Marine Mammal Stranding Report must be submitted for dead marine mammal sightings and upon capture and transport of live animals.

3652 Marine Mammal Rehabilitation Unit

The Marine Mammal Rehabilitation Unit is responsible for ensuring cetaceans and manatees exposed to oil receive the best achievable care and oiled marine mammals are properly documented, sampled and tracked. Wildlife care includes triage, stabilization, intake/documentation, treatment, rehabilitation and release. The Marine Mammal Volunteer Coordinator also works under this group.

When rehabilitated animals are ready for release, clean, non-impacted release sites should be chosen after consulting the appropriate trustee agency. While exceptions can be made during spill emergencies, some agencies have specific requirements or policies regarding releasing animals on their properties. For cetaceans, NMFS's *Final Policies and Best Practices for Marine Mammal Stranding Response, Rehabilitation, and Release* (February 2009), must also be followed and approval issued by the NOAA Southeast Regional Administrator.

As a part of spill response actions, marine mammals are tagged and, in some cases, fitted with telemetry equipment for post-release monitoring. To guide the Marine Mammal Rehabilitation Unit in the treatment of remaining animals, wildlife pathologists or Marine Mammal Stranding Network veterinarians may conduct necropsies on animals during a spill response. However, the Wildlife Branch Director, or designee, must obtain preapproval from UC for such examinations. In addition, representatives of the appropriate Federal trustee agency may need to be present and specify samples collected and analyzed.

3653 Marine Mammal Hazing Unit

The Marine Mammal Hazing Unit is responsible for determining when and if marine mammal deterrence operations should take place. Deterrence of marine mammals is very similar in nature and function to that of birds, as detailed above. Deterrence activities must take place only under the authority and oversight of trustee agencies in coordination with the Environmental Unit. The Wildlife Branch Director will make the recommendation to haze to the Operations Section Chief. The recommendation will be guided by site-specific and species-specific factors present at the time of the spill and availability of proven deterrence techniques. All deterrence activities must be conducted under the appropriate authority. Deterrence activities, observations, and results are reported to the Marine Mammal Recovery and Rehabilitation Group Supervisor, who will report to the Wildlife Branch Director and the Planning Section's Environmental Unit Leader.

3660 Sea Turtle Recovery and Rehabilitation Group

The Sea Turtle Recovery and Rehabilitation Group is responsible for the recovery and rehabilitation of impacted sea turtles. This involves deterrence and hazing, recovering dead or capturing live oiled sea turtles, transporting them to processing centers, and providing medical care to impacted animals. These activities are performed in close coordination with the UC and trustee agencies. Wildlife recovery by any agency or organization must be conducted under the direction of the UC. Their activities must comply with agreements, permits, and policies from the appropriate management agencies (i.e., state agencies, NMFS, USFWS).

The Recovery and Rehabilitation Group is staffed by representatives from Federal and State trustee agencies, Sea Turtle Stranding and Salvage Network (STSSN) personnel and approved wildlife response and rehabilitation contractors.

3661 Sea Turtle Transportation and Rehabilitation Unit

The Sea Turtle Recovery Transportation Unit is responsible for recovering dead impacted sea turtles and ensuring chain of custody procedures are implemented, and capturing and transporting live sea turtles to rehabilitation facilities. The Sea Turtle

Recovery and Transportation Unit generally collects all stranded animals and all dead animals whether in the water (NMFS jurisdiction) or on the beach (USFWS jurisdiction). The prompt removal of disabled and dead oiled animals from the environment can be critical to minimize the effects of secondary oiling such as poisoning of predators and scavengers. The Sea Turtle Recovery and Rehabilitation Unit evaluates the need to capture live sea turtles in the water on a case-by-case basis. Responders under UC may be directed to recover animals following protocols and report them to the Wildlife Branch for transport and/or treatment. Appropriate measures must be undertaken by the Wildlife Branch to insure that dead animals are recovered appropriately, identified, documented, and held until the trustees approve disposal. Release criteria and monitoring/tracking plans for rehabilitated sea turtles will be developed. The Sea Turtle Transportation and Rehabilitation Unit will work closely with the Documentation Coordinator.

3662 Sea Turtle Directed Capture Unit

For offshore spills, directed captures of sea turtles may be required. A plan will be instituted by the Sea Turtle Directed Capture Unit in conjunction with NMFS and authorized capture personnel. Any live-captured sea turtles should be properly treated and transported to the designated primary care or rehabilitation facility in coordination with the Sea Turtle Recovery and Transportation Unit as soon as possible. All live sea turtles collected should be processed and rehabilitated in approved rehabilitation facilities following protocols developed during the response.

3663 Sea Turtle Observer Unit

The use of observers to document sea turtle impacts, verify implementation of best management practices, and collect data will be administered through the Wildlife Branch in close coordination with the Environmental Unit of the Planning Section.

3670 Wildlife Branch Operations

3671 Duties and Responsibilities

Once activated, the Wildlife Branch Director is responsible for ensuring appropriate protocol and process is followed during the search, recovery, and rehabilitation of impacted wildlife. The Wildlife Branch Director will make recommendations to the UC through the Operations Section Chief regarding the need for additional Wildlife Branch resources based on anticipated wildlife impacts and associated field operations.

The Wildlife Branch, working for the Operations Section Chief, will develop operational strategies, tactics and resource needs for Branch activities in the IAP. The Branch Director or one of the Branch staff will work closely with the Site Safety Plan specific to wildlife response activities. Branch activities may include wildlife deterrence, search and recovery, transportation, rehabilitation, and release of rehabilitated wildlife. The Wildlife Branch Director will implement the operational guidelines, as well as the standard of care requirements of the *Best Practices for Migratory Bird Care During Oil Spill Response*, NOAA *Marine Mammal Health and Stranding Response Program*, *Marine Mammal Oil Spill Response Guidelines*, and other appropriate guidance in all aspects of Wildlife Branch operations.

Wildlife Branch activities affect and interact with numerous other sections of the ICS and it is important that good communications are established and maintained between the Wildlife Branch and other responders. In particular, coordination between the Wildlife Branch and the Environmental Unit, a part of the Planning Section, is essential. The Planning Section may assign a Wildlife Technical Specialist to help with coordination. The Wildlife Branch Director is responsible for keeping the Operations Section Chief and UC informed about the status of Branch operations.

The Wildlife Branch is responsible for providing information to the UC, the Planning Section, and the Public Information Officer/Joint Information Center relative to the daily numbers and status of live and dead animals. At the direction of the Operations Section Chief, the Wildlife Branch Director or a member of the Branch staff will attend tactics meetings, planning meetings, and UC briefings. The Branch will also coordinate with Air Operations regarding wildlife surveillance over flights, and coordinate with the Logistics Section in accordance with existing ICS policy for any materials needed. The Wildlife Branch is also responsible for working with the Planning Section's Demobilization Unit to develop the Wildlife Branch Demobilization Plan.

3672 Personnel Safety

Worker safety must be considered before any wildlife response effort is conducted. Therefore, all Wildlife Branch activities must conform to the Site Safety Plan for the response. All workers must be current in Occupational Safety and Health Administration (OSHA) information and training that relates to safety of working in an environment with uncontrolled oil products. Additional safety requirements may be included and all personnel involved in Wildlife Branch operations must have appropriate job-specific safety training for the task(s) to be performed, as well as utilize appropriate personal protective equipment (PPE). Those people involved with animal handling should be trained in techniques that ensure worker safety and present the least amount of stress to wildlife. Appropriate biosecurity measures will be utilized to reduce the risk of transmission of infectious diseases between wildlife and personnel during an oiled wildlife response.

3673 Response Planning

The primary purpose of the Wildlife Branch is to provide the best achievable care for impacted wildlife and to minimize wildlife losses, including preventing injury to wildlife or habitats from both the oil and from the implementation of response countermeasures. However, undertaking an effective response requires planning and preparation before the need to respond to an actual incident.

The Federal and State trustee agencies are encouraged to work with the oil industry, and Texas area wildlife rescue and rehabilitation organizations to prepare an adequate response capability for Wildlife Branch operations. Preparation involves assessing potential impacts to wildlife; ensuring adequate equipment, personnel, and wildlife response protocols are available; and practicing the planned

response through oil spill response exercises. In particular, oiled wildlife rehabilitation requires large amounts of space, water, and personnel; and these resources are not readily available without prior planning.

3674 Hazing or Deterrence Actions

Hazing or deterrence may be utilized by the Wildlife Branch to keep un-oiled wildlife away from oil. No Federal permits are required for non-lethal deterrence of migratory birds (50 CFR Part 21.41) (Note: this exemption does not apply to eagles and endangered species). The ESA does not specifically authorize deterrence and preemptive capture of endangered species. The Wildlife Branch, in consultation with the appropriate trustee agencies, will develop response strategies for deterrence and preemptive capture of endangered species for a specific spill incident. "Take" of endangered species resulting from approved response actions will be deemed incidental to the primary action of the spill response and will be covered by the ESA Section 7 Emergency Consultation process, unless otherwise authorized by a permit.

See ESA section above.

3675 Response Actions

Activities associated with the activation of the Branch will be appropriate to the size of the spill. Activation of personnel and equipment is based primarily on anticipated adverse effects on wildlife. Depending on the size of the incident, the Wildlife Branch may range in size from just the Branch Director position to full activation of the organization displayed in Figure 1, including associated equipment and personnel resources. Development of Wildlife Branch operations is an iterative, dynamic process that calls for good information, knowledge, experience, and judgment. It is important to understand that "activation" of the Branch does not mean that a full-scale wildlife response will be mounted. The level of response is completely dependent on the number of animals that may potentially be impacted. On every spill response, the first action of the Wildlife Branch must be to deploy trained observers to the spill site to determine the extent of the initial and anticipated wildlife impacts in a timely manner. The ability to effectively determine the size and scale of the wildlife response is highly dependent on getting trained observers on scene quickly. The initial observers must be trained personnel because the impact oil and other hazardous materials has on wildlife is not always obvious to the average responder. Oiling from light petroleum products, unlike heavy petroleum products, can be especially difficult to determine without the use of a trained observer. Unless heavily oiled, impacted wildlife may be mobile and may not remain at the initial spill site.

Results of the initial reconnaissance will determine the size and complexity of the Wildlife Branch and the subsequent deployment of personnel and equipment. This involves establishing the Wildlife Branch organization, notifying appropriate Federal and State trustees, and determining rehabilitation facility needs. The number of animals affected, or potentially affected, will determine the number and type of personnel and equipment resources that are needed.

The Wildlife Branch will work with the Logistics Section to obtain and bring in resources, personnel, and equipment. Deterrence, search and recovery, primary care, rehabilitation, and release activities will proceed as deemed necessary and appropriate by the Wildlife Branch Director, with the approval of the UC.

3675.1 Oiled Bird Response

Birds are the most common wildlife affected by oil spills, especially marine birds, waterfowl, shorebirds, gulls, and birds of prey. These birds spend the majority of their time on or near the water's surface which puts them in direct contact with oil. When a bird becomes oiled, the feathers lose their capacity to insulate the bird's skin from the water. Once the cold water is allowed to come in contact with the skin the bird becomes hypothermic, lethargic, and unable to feed and preen. Eventually the birds attempt to escape the cold water by beaching themselves. Oiled birds are prime targets for predatory and scavenging animals. This scavenging then leads to secondary oiling and further spread of the oil. Thus, it is important to retrieve live and dead birds. The survival rate of rehabilitated birds depends greatly on conducting a quick response, and using appropriate personnel and facilities.

Table 1 provides response actions needed when planning for oiled wildlife rescue and rehabilitation operations. The response resource for each specific spill should be developed on a case-by-case basis, and the size of the Wildlife Branch will adjust as more accurate information about the spill incident and wildlife impacts become available. Most spill incidents in the coastal areas of Texas would utilize a Level IV wildlife response (Table 1). Some extraordinary circumstances would require mobilization at Levels III or II from the outset. The Wildlife Branch will notify the Operations Section Chief promptly of needed changes in the deployment of personnel and equipment.

The number of staff and equipment required is based on a spill involving average sized birds (i.e.; gulls and cormorants), with moderate oiling, that are easily accessible. Size of birds and degree of oiling may require substantially different personnel and equipment resource. When marine mammals are affected, personnel and equipment requirements may double in number to account for separate response efforts. Note: Response levels are numbered consistent with National Incident Management System (NIMS compliant).

*The logistical needs of the Wildlife Branch are substantially different at the lower and upper ends of the range of projected oiled birds for each level

** These staff generally are not in the Command Post because they are in the field or at the rehabilitation facility. The other staff may or may not be located at the Command Post.

Section 3600, Table 1

Projected Number of Oiled Birds	Level IV	Level III*	Level II*	Level I*
	1-15	16-100	101-500	500+
Personnel				
Wildlife Branch Director	1	1	1	1
Wildlife Veterinarian**	1	1	1-2	1-2
Deputy Wildlife Branch Director	0	0-1	1	1-2
Bird Recovery & Rehabilitation Group Supervisor	0-1	1	1-2	2
Deputy Bird Recovery and Rehabilitation Group Supervisor	0	0	0	1
Bird Recovery and Rehabilitation Group Staff	0-4	1-4	5+	5+
Bird Recovery & Transportation Unit Leader	0-1	1	1-2	2
Bird Recovery & Transportation Unit Staff**	1+	2	6+	12+
Bird Rehabilitation Unit Leader	0-1	1	1-2	1-2
Bird Rehabilitation Unit Staff**	4+	8+	25+	50+
Volunteer Coordinator	0-1	1	1-2	2-3
Bird Hazing Unit Leader	0-1	0-1	1-2	1-2
Bird Hazing Unit Staff **	0-3	0-3	5+	5+
Wildlife Reconnaissance Group Supervisor	0-1	1	1-2	2
Aerial Survey Unit Leader	0-1	0-1	1	1
Aerial Survey Unit Staff**	1	1-2	2-4	5+
Boat Survey Unit Leader	0-1	0-1	1	1
Boat Survey Unit Staff**	0-2+	2+	5+	10+
Shoreline Survey Unit Leader	0-1	0-1	1	1
Shoreline Survey Unit Staff**	0-2+	2+	20+	40+
Equipment				
Facility - Permanent or temporary	1	1+	2+	4+
Stabilization Facility	0	0	2+	4+
Primary Care Facility	0-1	0-1	2+	4+
Vehicle - Recovery	0-4	0-4	6+	12+
Vehicle - Transport	1	1+	4+	8+
Boat - Capture	0-2	0-2	4+	8+
ATVs	0-2	0-2	4+	8+
Air (helicopter)/land/water reconnaissance	0-1	0-1	1-2	1-2

3675.2 Oiled Sea Turtle Response

Sea turtles are commonly found feeding in the coastal marine waters of Texas, although nesting is quite uncommon. Since sea turtles spend significant amounts of time at the surface and below the surface feeding, they may experience both external and internal oiling. Sea turtles impacted in near shore waters may strand while sea turtles impacted offshore may remain there until detected. If promptly captured and treated, the survival rate of sea turtles is high. Spills pose logistical operational challenges, especially offshore, that must be promptly identified. The Sea Turtle Recovery and Rehabilitation Unit will develop a response plan including the following:

- Designate a Wildlife Coordinator;
- Develop an aerial survey plan to detect stranded and offshore animals;
- Develop capture, triage, and transport protocols;
- Identify of rehabilitation facilities and mobile treatment units;
- Develop rehabilitation, release, and tracking plans;
- Form a documentation team to follow NRDA activity, chain of custody procedures, and storage of specimens;
- Identify equipment caches and needed resources for sea turtle response;
- Identify vessel requirements for response and coordination with vessels of opportunity; and
- Identify support and resources required for offshore capture teams, monitors, and transport personnel.

3675.3 Oiled Marine Mammal Response

Twenty-one species of cetaceans (whales and dolphins) occur in the Gulf of Mexico with habitats ranging from offshore deep ocean waters and continental shelf to inshore coastal bays and estuaries. Manatees are also present in the Gulf of Mexico. All marine mammals are protected under the MMPA and some are also protected under the ESA. Cetaceans fall under the jurisdiction of NMFS and manatees fall under the jurisdiction of USFWS. Evidence suggests that marine mammals are unlikely to detect and avoid spilled oil and exposure can result in population level impacts (e.g. Matkin et al., 2008).

Marine Mammal Strandings and Mortalities

Regional Marine Mammal Stranding Networks should be notified by NMFS and/or USFWS that a spill has occurred and reports of stranding should be made directly to the Wildlife Branch via the 1-800 Oiled Wildlife Hotline. If a carcass is found and NMFS or USFWS authorize a necropsy, the necropsy should follow established protocols in NOAA's *Marine Mammal Oil Spill Response Guidelines* (Johnson and Ziccardi, 2006) and coordinated with either NMFS or USFWS based on jurisdiction.

Live stranded marine mammals should be evaluated by trained marine mammal veterinarians and transported by trained, authorized personnel to an appropriate authorized rehabilitation facility that either meets the criteria established by NOAA's *Final Policy and Best Practices - Standards for Rehabilitation Facilities* (February 2009) or the USFWS (for manatees).

3680 Demobilization of Wildlife Operations

Upon conclusion of Wildlife Branch operations, response activities are demobilized following the standard checkout procedures identified through the ICS and UC. Wildlife Branch demobilization only occurs after a conclusive determination by the Wildlife Branch Director, in consultation with the various Groups within the Wildlife Branch and trustee agencies that all wildlife affected by the spill have been accounted for in response operations.

Demobilization of the Wildlife Branch often lags behind that of other response operations for several reasons, such as animals remaining in rehabilitative care; the presence of residual oil; and the presence of visibly oiled marine mammals, sea turtles, and free-flying birds. The last resources of the UC to be demobilized may be rehabilitation personnel, equipment and facilities used during the spill. Because cleaning, treatment, and rehabilitation of oiled and injured wildlife may last several weeks to months, animals brought into the rehabilitation center late in the response may require care after other response resources have demobilized. During that time, as more animals are released and fewer animals remain in care, personnel and equipment resources will be gradually demobilized as appropriate.

3690 Wildlife Response and Rehabilitation Quick Reference Checklist

The following is a quick – off-the-shelf – checklist to be used by the UC, General Staff, and/or designated Wildlife Branch Director to ensure proper setup and procedures are established within the Wildlife Response Branch. Additional notes can be added to this quick reference checklist based on the information provided in the above sections as appropriate for a given incident.

3691 Initial Wildlife Response Notifications

In the event wildlife response is required, notify the following agencies and/or parties:

Federal Agency (USFWS) - Notify Ecological Services Field Office ((281) 286-8282) or Ron Brinkley (713-542-1873). If concern of shoreline impact exists, Ron Brinkley will notify wildlife refuge personnel as necessary. Alternative contact - Notify Southwest Regional Headquarters Office, Albuquerque, NM (505-248-6920)

State Agency (TPWD) - Notify Coastal Region 24 hr. Communications Center ((281) 842-8100) or one of the Upper Coast Regional Biologists – Winston Denton ((281) 534-0138), Andy Tirpak ((281) 534-0137), and Steven Mitchell ((281) 534-010).

The FOSC consults with the USFWS and State agencies when there is potential for impact to sea turtles on land. The FOSC consults with NMFS (409-766-3500) and State agencies when there is potential for impact to sea turtles in the water. Appropriate response measures will be determined by the UC, including federal and state stakeholders.

3692 Authority

Federal and state wildlife personnel have authority over bird, endangered species, and other wildlife related response decisions.

The FOSC consults with the USFWS and TPWD when there is a possibility of impact to RAR. Appropriate response measures will be determined by these stakeholders.

3693 Organization

Planning

Wildlife response planning including development of ICS 232 Resources at Risk form will be coordinated with the Environmental Unit in the Planning Section of the UC.

Wildlife response related activities will be included in the IAP by the Planning Section.

Wildlife Branch

Determine wildlife distribution and abundance in the area as soon as possible. Wildlife resource information is available in the TGLO Oil Spill Response toolkit.

Protecting sensitive areas from impact and deterring non-oiled wildlife from polluted areas is high priority. These two actions will help shorten the wildlife response efforts.

Wildlife Branch will determine who will be authorized to recover live and deceased animals. The USFWS and TPWD will coordinate and conduct search and rescue of oiled wildlife on a case-by-case basis. Rehabilitators (and trained personnel working with them and named in their permit) licensed by TPWD

and the USFWS are the only persons permitted to collect and rehabilitate oiled wildlife in Texas. All rehabilitation personnel are required to have 24-hours of HAZWOPER training as well as ICS100-200. For out-of-state rehabilitation organizations with appropriately trained staff to work in Texas, the rehabilitator would need to coordinate with Federal/State licensed wildlife rehabilitation organizations to be named within the permit. The Texas licensed rehabilitation organization would be ultimately responsible for the wildlife. Qualified individuals and rehabilitation organizations without rehabilitation permits in Texas or not named in a Texas issued permit may participate in oiled wildlife rehabilitation as facilitators (work within the ICS on rehabilitation issues, coordinate supplies for rehabilitators, etc.) for RPs.

Wildlife Branch notifies the USFWS Regional Division of Migratory Bird and Eagle Permits Office (505-248-7882).

Operations

Oiled Wildlife Response as authorized by Federal & State agencies

Wildlife related activities will be managed under the Wildlife Branch of the Operations Section.

Wildlife response activities will be communicated through the Planning Section to the Situation Unit daily to maintain an effective flow of information.

Responsibilities as authorized by Federal and State agencies

Minimize migratory bird losses during spill response. Special measures may be taken to collect and recover individuals of threatened or endangered species.

Oversee activities of oiled wildlife recovery and rehabilitation. Geo-referenced data for recovery and release will be maintained. A log for each oiled wildlife and report will be maintained by the Wildlife Branch.

Protection of essential wildlife habitat is given priority over collection and recovery of individuals or small numbers of oiled wildlife. Humane measures will be taken whenever necessary to minimize the suffering of oiled wildlife. Dying animals or animals which do not respond to rehabilitation efforts within a reasonable time will be euthanized. Oiled wildlife will only be collected when animals are visible, within safe reach and unable to escape (fly, dive, run).

Special measures may be taken to collect and recover individuals of threatened or endangered species:

Sea Turtles

All five species of sea turtle occurring in U.S. waters are listed as threatened or endangered under the ESA and are under the jurisdiction of the NMFS. Along the mid and lower Texas coast, NMFS has designated specific individuals from the STSSN to coordinate turtle stranding incidents. In the event of a spill, the State STSSN Upper Coast Coordinator, Ben Higgins with NOAA Fisheries Galveston laboratory (409-771-2872), should be notified. As an alternate contact, notification may be given to the STSSN Stranding Hotline (1-866-TURTLE5). Sea turtles may become oiled during a spill when the water surface is covered with mousse or fresh oil. More typically, turtles will mistakenly feed on tar balls within the floating *Sargassum* sp. During nesting season (mid-March through July) females coming ashore to nest may crawl through beached oil, risking exposure, as well as hatchlings as they emerge and migrate to the water (early nesting season through October). Recent increases in nesting activity on the upper Texas coast may warrant shoreline protection measures during the nesting and hatchling emergence periods.

Marine Mammals

In the event of impacts or stranding of marine mammals, the TMMSN in Galveston will be notified at 1(800)-9-MAMMAL.

Implement guidelines and procedures established by USFWS and TPWD for collecting and documenting oiled carcasses (i.e., Chain of Custody form). Collect necessary samples (i.e. carcasses, feathers, live

birds, etc.). Aluminum foil and Ziploc baggies may be used to wrap deceased wildlife. If significant numbers of carcasses are collected, it may be necessary to obtain a large freezer and generator.

Coordinate overflight and ground reconnaissance of wildlife at spill site and report to Situation Unit Leader.

Carry out hazing measures as authorized by Federal and State agencies in the IAP. Greater detail on the specifics for hazing, rescue, safety considerations, documentation, rehab, and release of birds can be found in the Best Practices for Migratory Bird Care during Oil Spill Response document.

Animals will not be returned to wild populations if there is a risk of disease transmission.

Assist in identifying and maintaining a wildlife rehabilitation center.

Assure that evidence tagging, transportation, veterinary services, evidence storage and other support are maintained at the appropriate level.

Staging and Transportation

Predetermined staging areas for captured wildlife will be established on Galveston Island and Sabine Pass. Wildlife staging areas will be used for the recovery and transportation of oiled wildlife along the Upper Texas Coast. Various modes of transportation will be needed with appropriate requisition forms sent through the Logistics Section. This may include vans, trucks, trailers, airboats, flat bottom boats, etc.

Volunteers

If the incident has significant wildlife impact, the use of volunteers may be necessary. The Wildlife Branch Director determines the need for volunteers, and ensures that volunteers receive appropriate supervision and training in both safety and the job assigned. The Branch Director or designee should maintain a volunteer schedule and contact list. Area wildlife contractors maintain a database of potential volunteers.

Supplies

Cleaning oiled wildlife requires the supply and disposal of large quantities of hot water and other materials. A RP should be prepared to ensure adequate supplies are available to facilitate the cleaning of oiled wildlife. The TGLO has a trailer which can facilitate cleaning numbers of oiled wildlife rapidly. A limited quantity of medical supplies, capture equipment, and PPE are kept in the wildlife support trailers. Additional equipment and supplies will be requested through the Logistics Section and delivered to the rehabilitation center. Materials may include but are not limited to:

Sources of large quantities of heated water, pens for holding recovering wildlife, detergent for removing oil from wildlife, nets for the capture of oiled wildlife, absorbent pads for wrapping and stabilizing oiled wildlife in the field, ventilated boxes for transport of oiled wildlife, food and beverages for rehabilitators, PPE for rehabilitators (safety glasses, disposable overalls, gloves, rubber boots, etc.), water tanker, vacuum truck for removal of oily water, container for disposal of oily solid wastes, food and medicine for oiled wildlife, communication services possibly including (pagers, mobile phones and/or radios), other supplies as necessary.

Rehabilitation Supplies may include: Pedialyte™ or Lactated Ringers, Toxiban™, Pepto Bismol™ (now Carafate is usually used instead of Toxiban or Pepto Bismol), (4) clamp light holders to hold up to 250 W bulbs (can be found at some feed stores or Tractor Supply), (4) clamp light holders to hold up to 100 W bulbs, (8) red lamp bulbs 85-100 W, heating pads (make sure they don't have auto shut-off), scale (for weighing wildlife), measuring cups, blender, leg bands (trailers and contractors should have a replenishable supply), towels, sheets, vet wrap, lactated ringers, syringes (various sizes), catheter tubes (#5, #8, #10), eye ointments, eye wash (saline solution), gauze, Betadine™, Sevin Dust™, Adams Flea Off™, KY Lubricant™, Thermometer, Q-Tips, Ointment (Antibiotic), scissors, cleaning agents (Rocal™, Clorox™, etc), swim pools to determine waterproofing, several garden hoses. The wildlife contractor will bring initial medical supplies in a triage kit. However, this list is provided to assist in knowledge of possible supplies that may be needed.

Animal Food may include: meal worms, fish (fresh and frozen), shrimp, cracked corn, chick starter (meal), duck chow, AD (canned from veterinarian). Make sure feeding and water dishes are either on support trailer or easily available. Sponges and a source of water to wash food dishes are also necessary.

Support

The rehabilitation facility will be located in a secure location with 24 hours security personnel on site.

The rehabilitation facility is the usual place for wildlife contractors to gather for morning and evening review and planning meetings. Consequently, the facility is an ideal location to provide a supply of Tyvek™, gloves, sun block, insect repellent and other appropriate resources for the recovery team.

The wildlife contractors will need designated areas within the rehabilitation facility to take breaks, have meals, and to attend to administrative tasks. Restroom facilities will need to be provided. Because the task of caring for oiled wildlife is time intensive, arrangements will need to be made to have food for responders ordered and delivered to the rehabilitation facility.

Waste and Oiled Carcass Disposal

Adhere to federal, state, and municipal regulations when disposing of both oily wastewater and gray water. Wastewater refers to wildlife wash water, rinse water, and pool overflow water. It will be the duty of the RP to dispose of contaminated wastewater. Solid waste must be disposed of in accordance with appropriate federal, state, and/or local hazardous waste, municipal solid waste, and/or biological waste laws and regulations. Solid waste means soiled Tyvek, gloves, towels, sheets, and syringes. The RP will be responsible for the proper disposal of contaminated solid waste. Disposal of carcasses will take place under the direction of the USFWS and/or TPWD. The rehabilitation facility will need freezers for general storage and collection of evidence.

Records

All final reports maintained by the wildlife response team for the oiled bird response are to be delivered to the USFWS and/or TPWD within 30 days of the date the FOSC declares the response closed or demobilization of the Wildlife Branch, whichever comes first.

Media

Rehabilitation facilities often attract public and stakeholder media. Therefore, it is important to locate these facilities in a secure location with 24 hour security. Daily media visits will be limited to a one hour time period established by UC and the JIC.

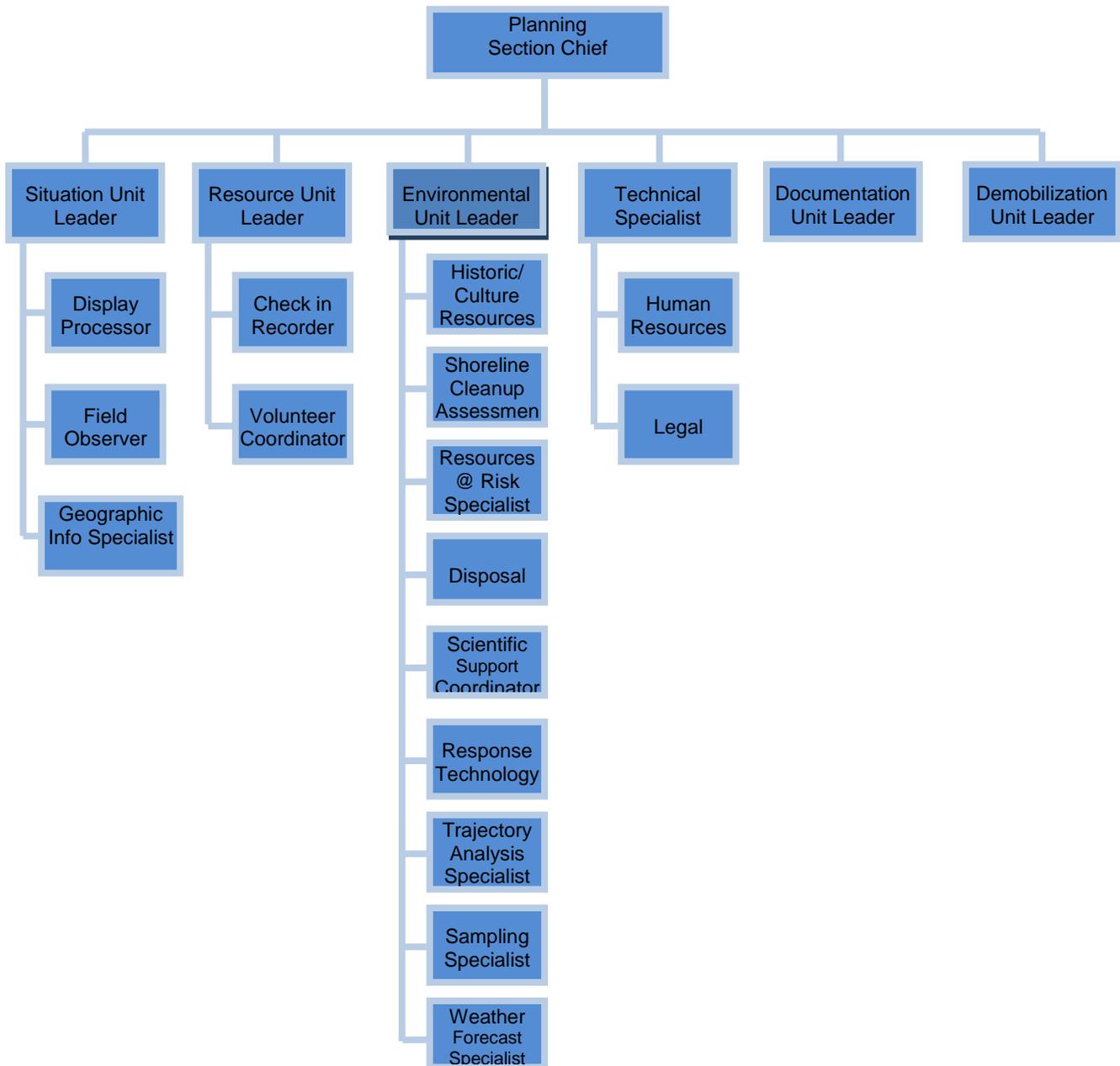
3700 Natural Disaster Operations Workgroup (NDOW)

The purpose of this section is to establish protocols for the implementation of products from the Natural Disaster Operations Workgroup (NDOW) into an incident response. As demonstrated during Hurricane ISAAC in July 2012 within the State of Louisiana, a precedent was set by the Coast Guard to initiate NDOW entities and processes for a collaborative interagency response to pollution incidents immediately following storm passage, versus waiting for a disaster declaration. The value of NDOW was showcased during this incident, where it is noted the ability to seamlessly transition to an ESF-10 function in the event a disaster is declared.

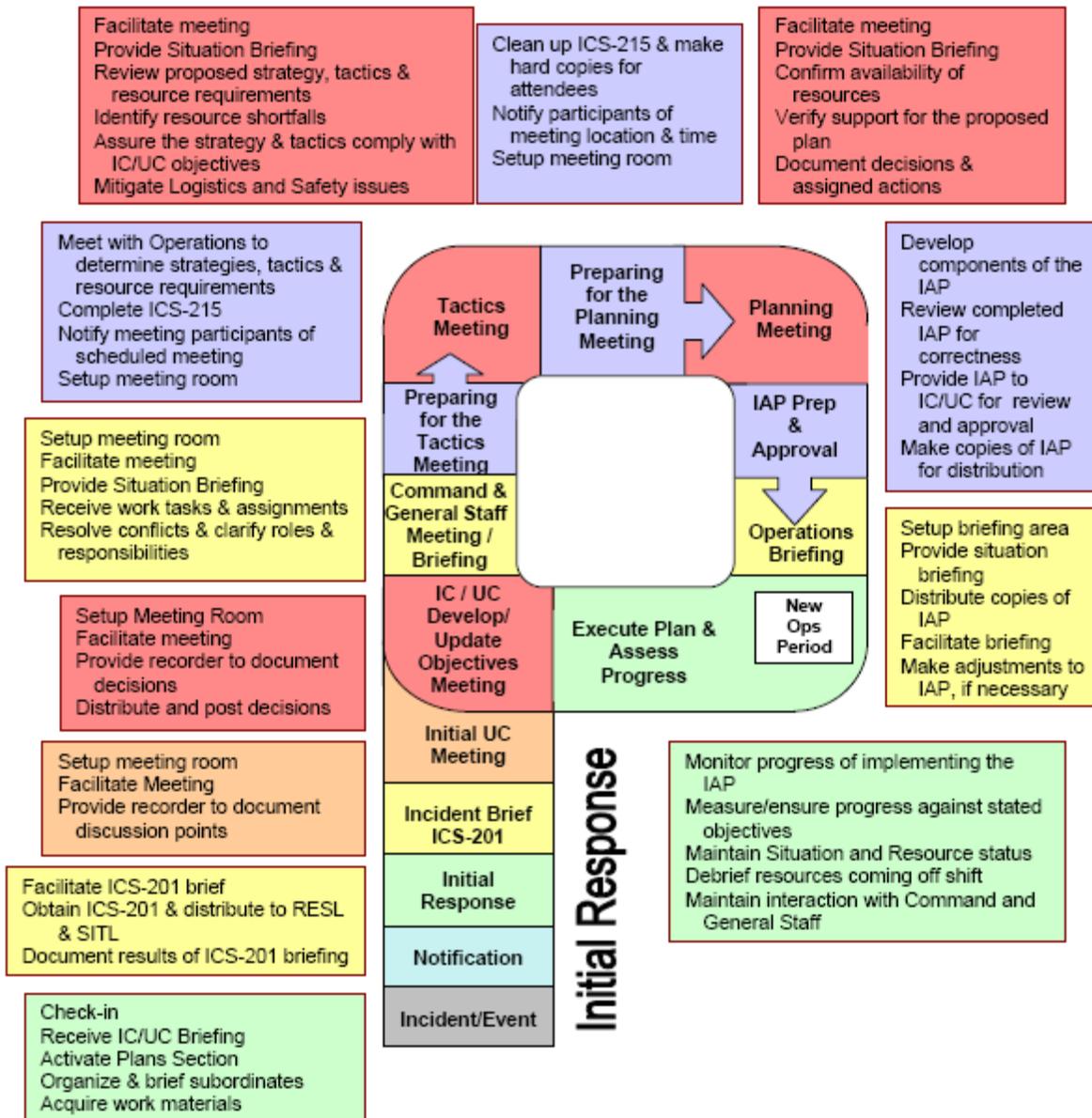
Sector Houston-Galveston IMD and Planning will be populating this section of the ACP throughout the 2013 year. This section will be populated in time for the 2014 update. In particular, Sector Houston-Galveston will be conducting a full-scale Hurricane Exercise in April 2013, where NDOW will be implemented into the post-storm stages of the response/exercise. Lessons learned/best practices from this exercise will help construct this section of the ACP.

4000 PLANNING

4100 Planning Section Organization



The Operational Planning "P"



4110 Planning Section Chief

The Planning Section Chief (PSC), a member of the General Staff, is responsible for the collection, evaluation, dissemination, and use of information about the development of the incident and status of resources. Information is needed to understand the current situation, predict probable course of incident events, and prepare the IAP for the next operational period.

The major responsibilities of the PSC are:

- Activate Planning Section units.
- Assign available personnel already on site to ICS organizational positions as appropriate.
- Collect and process situation information about the incident.
- Supervise preparation of the IAP.
- Provide input to the Incident Commander (IC) and Operations Section Chief in preparing the IAP.
- Participate in planning and other meetings as required.
- Establish information requirements and reporting schedules for all ICS organizational elements for use in preparing the IAP.
- Determine need for any specialized resources in support of the incident.
- Provide RESL with the Planning Section's organizational structure including names and locations of assigned personnel.
- Assign Technical Specialists where needed.
- Assemble information on alternative strategies.
- Assemble and disassemble Strike Teams or Task Forces as necessary.
- Provide periodic predictions on incident potential.
- Compile and display incident status summary information.
- Provide status reports to appropriate requesters.
- Advise General Staff of any significant changes in incident status.
- Incorporate the incident Traffic Plan from Ground Support Unit, Vessel Routing Plan from Vessel Support Unit, and other supporting plans into the IAP.
- Instruct Planning Section Units in distribution and routing of incident information.
- Prepare recommendations for release of resources for submission to members of Incident Command.
- Maintain section records.
- Maintain Unit/Activity Log (ICS 214).

4200 Situation

4210 Situation Unit Leader

The Situation Unit Leader (SITL) is responsible for collecting, processing and organizing incident information relating to the growth, mitigation or intelligence activities taking place on the incident. The SITL may prepare future projections of incident growth, maps and intelligence information.

The major responsibilities of the SITL are:

- Review unit leader responsibilities.
- Begin collection and analysis of incident data as soon as possible.
- Prepare, post, or disseminate resource and situation status information as required, including special requests.
- Prepare periodic predictions or as requested by the PSC.
- Prepare the Incident Status Summary Form (ICS 209-CG).
- Provide photographic services and maps if required.
- Conduct situation briefings at meetings and briefings as required by the PSC.
- Develop and maintain master chart(s)/map(s) of the incident.
- Maintain chart/map of incident in the common area of the ICP for all responders to view.
- Maintain Unit Log (ICS 214-CG).

4211 Chart/Map of Area

See Section 1200

4220 Weather/Tides/Currents

The Weather Forecast Specialist is responsible for acquiring and reporting incident-specific weather forecasts. The Specialist will interpret and analyze data from NOAA's National Weather Service and other sources. This person will be available to answer specific weather-related response questions and coordinate with the Scientific Support Coordinator and Trajectory Analysis Specialist, as needed. Weather forecasts will be supplied by the specialist to the Situation Unit for dissemination throughout the command post.

The major responsibilities of the Weather Forecast Specialist are:

- Gather pertinent weather information from all appropriate sources.
- Provide incident-specific weather forecasts on an assigned schedule.
- Provide briefing on weather observations and forecasts to the proper personnel.
- Maintain Unit/Activity Log (ICS-214).

4230 Situation Unit Displays

The Display Processor (DPRO) is responsible for the display of incident status information obtained from Field Observers, resource status reports, aerial and other photographs, and infrared data.

The major responsibilities of the DPRO are to determine:

- Location of work assignments.
- Numbers, types and locations of displays required.
- Priorities.
- Map requirements for IAP.
- Time limits for completion.
- Obtain necessary equipment and supplies.
- Obtain copy of IAP for each operational period.
- Assist SITL in analyzing and evaluating field reports.
- Develop required displays in accordance with time limits for completion.

- Maintain Unit Log (ICS 214)

4240 On Scene Command and Control (OSC²)

A system will be used during an incident to manage on-scene command and control. There are various “systems” available use. The USCG is currently developing OSC², which can support and complement the Incident Command System, serving as the platform for the integration, display, and redistribution of real-time, or near real-time, response and planning information for use by the Unified Command and the planning and Operations sections of the ICS.

4250 Field Observer/Required Operational Reports

The Field Observer (FOBS) is responsible for collecting situation information from personal observations at the incident and provide this information to the Situation Unit Leader.

The major responsibilities of the SITL are to determine:

- Location of assignment.
- Type of information required.
- Priorities.
- Time limits for completion.
- Method of communication.
- Method of transportation.
- Obtain necessary equipment and supplies.
- Perform FOSB responsibilities to include, but not limited to, the following:
 - Perimeters of incident.
 - Locations of trouble spots.
 - Weather conditions.
 - Hazards.
 - Progress of operation resources.
 - Be prepared to identify all facility locations; e.g., helispots and Division and Branch boundaries.
 - Report information to SITL by established procedure.
 - Report immediately any condition observed which may cause danger and safety hazard to personnel.
 - Gather intelligence that will lead to accurate predictions.
- Maintain Unit Log (ICS 214).

4300 Resources

4310 Resource Unit Leader

The Resource Unit Leader (RESL) is responsible for maintaining the status of all assigned tactical resources and personnel at an incident. This is achieved by overseeing the check-in of all tactical resources and personnel, maintaining a status-keeping system indicating current location and status of all these resources. The RESL Job Aid, Reference (b), should be reviewed regarding the organization and duties of the RESL.

The major responsibilities of the RESL are:

- Review unit leader responsibilities.
- Establish the check-in function at incident locations.
- Prepare Organization Assignment List (ICS 203-CG) and Organization Chart (ICS 207-CG).
- Prepare appropriate parts of Division Assignment Lists (ICS 204-CG).
- Maintain and post the current status and location of all tactical resources.
- Maintain master roster of all tactical resources checked in at the incident.
- Attend meetings and briefings as required by the PSC.
- Review Resource Unit Leader Job Aid.
- Maintain Unit Log (ICS 214-CG).

4320 Resource Management Procedures

4321 Check-in Procedures

Check-in/Status Recorders (SCKN) are needed at each check-in location to ensure that all resources assigned to an incident are accounted for.

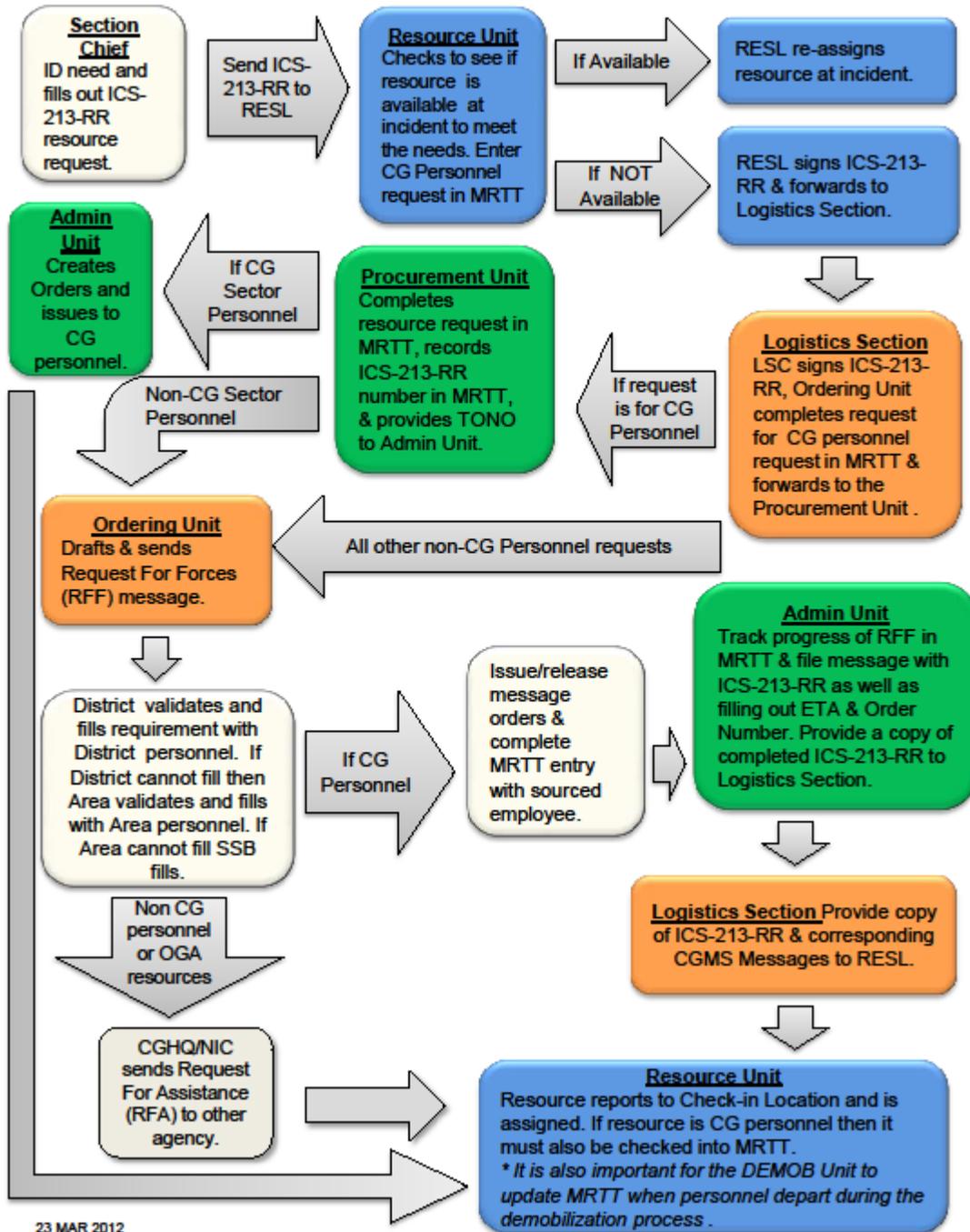
The major responsibilities of the SCKN are:

- Obtain required work materials, including Check-in Lists (ICS 211-CG), Resource Status Cards (ICS-219) and status display boards or T-card racks.
- Post signs so that arriving resources can easily find incident check-in location(s).
- Record check-in information on Check-in Lists (ICS 211-CG).
- Transmit check-in information to the RESL.
- Forward completed ICS 211-CG and Status Change Cards (ICS-210) to the RESL.
- Receive, record, and maintain resource status information on Resource Status Cards (ICS-219) for incident-assigned tactical resources, and overhead personnel.
- Maintain files of Check-in Lists (ICS 211-CG).
- Maintain Unit Log (ICS 214-CG).

4322 Resource Request Procedures

Contingency plans should address resource request procedures. It is critical that these procedures are known by all personnel assigned within a Command Post.

ICS Process for Resource Ordering (PERSONNEL)

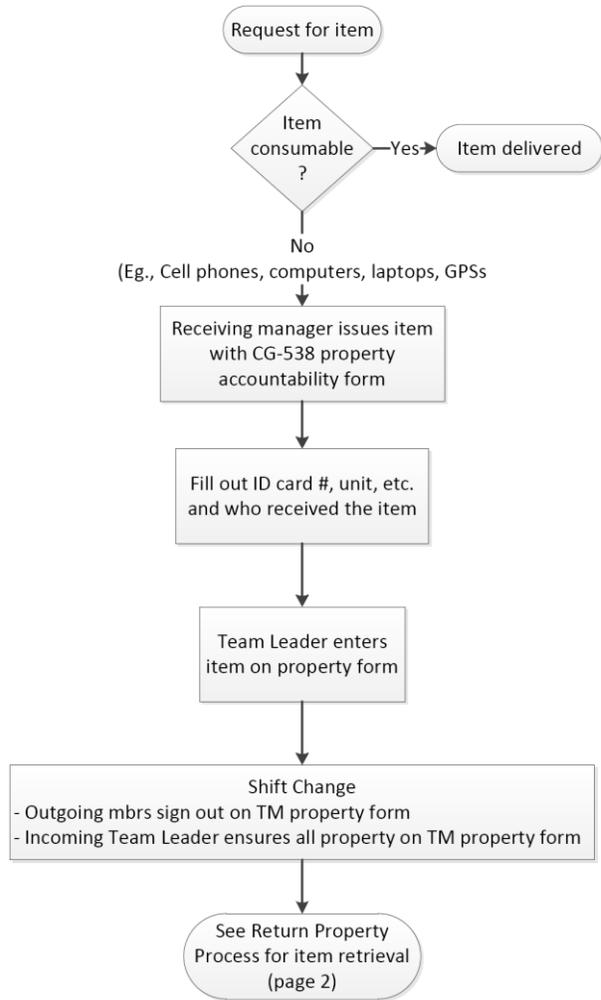


4323 Resource Tracking Procedures

Equally important to the Resource Request process is the means by which both resource requests and resources are tracked.

Resource Request tracking procedures can be as simple as directing Section/Division/Unit leader

Accountability Process

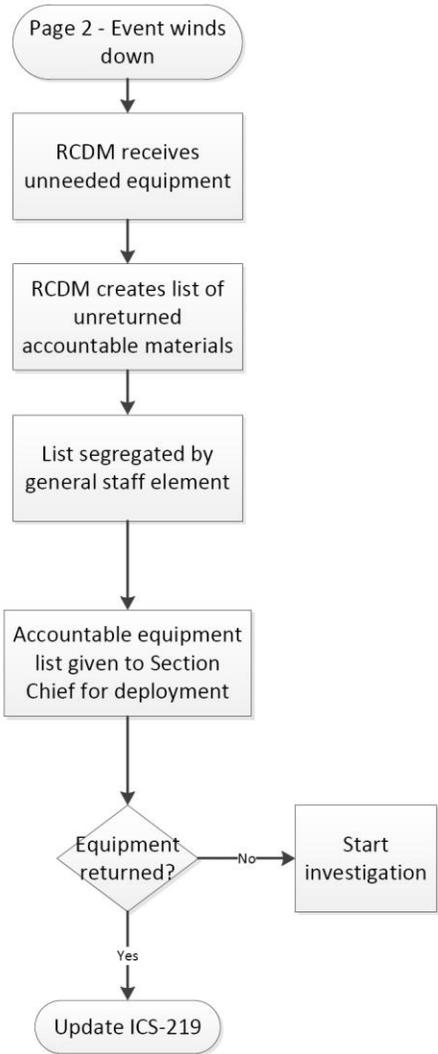


initials on 213RRs, and effective filing procedures.

Similarly, when resources are ordered, delivered, received, ensuring proper filing practices are in place to maintain accountability is critical. Along with hardcopy filing, computer tracking programs or simple excel spreadsheets can be used to “backup” your accountability system, which also fosters quick responses to data calls/burn rates, etc.

The following flowcharts offer a suitable tracking process for incident management.

Return Property Process



4330 Volunteer Assistance Workgroup

4331 Overview

Volunteers are a worthwhile resource. Appropriate opportunities for volunteers are those that are evaluated as being very safe and offer very low risk to the general health and welfare of any participating volunteer. With due respect to the health and safety of volunteers, not every incident will offer an appropriate opportunity to optimally utilize a volunteer resource.

Volunteers can be a member of a well trained and organized group that provides various support services during an emergency. Alternatively, volunteers can spontaneously converge on a location based on individual desire and interest.

The first group is recognized as “Affiliated” volunteers who are members of a group of similarly trained and organized personnel that perform various authorized functions in response to an emergency. This volunteer group is usually self-sufficient, self-functioning, and satisfies a particular need. Examples of Affiliated Volunteers include the American Red Cross, the Salvation Army, and Community Emergency Response Teams (CERT).

The second group is recognized as “Unaffiliated” volunteers who are a group of people that spontaneously converge at a location and freely offer their talents and services, i.e., not compensated. Training for this group is random, inherent organization is non-existent, and capabilities are a function of the range of personal desires of those who respond. Since this group is not inherently organized, it requires an overlay of experienced volunteer leadership and a related volunteer organizational structure to optimize productive results.

4332 Volunteer Coordinators

The Incident Volunteer Coordinator should be a Federal or State Official knowledgeable in contingency operations and capable of providing leadership. [40 CFR 300.185(c)] Specifically, the Volunteer Coordinator is responsible for managing both Affiliated and Unaffiliated Volunteers. This includes making recommendations to the Unified Command (UC) regarding the utilization and deployment of volunteers. The Incident Volunteer Coordinator reports to the Planning Section Chief.

In addition, individual Volunteer Coordinators are appointed to support the affiliated volunteers and the unaffiliated volunteers, respectively. Both the Affiliated and Unaffiliated Volunteer Coordinators report to the Incident Volunteer Coordinator.

The Affiliated Volunteer Coordinator should be a leadership official from the local county Office of Emergency Management in which the incident occurs (the counties of Brazoria, Chambers, Galveston, and Harris). The Affiliated Volunteer Coordinator is responsible for the identification, utilization and deployment of the appropriate type of Affiliated Volunteers as well as cooperating with the Unaffiliated Volunteer Coordinator to ensure a comprehensive volunteer response.

The Unaffiliated Volunteer Coordinator will be a representative of the organization holding the Memorandum of Agreement between the government organizations providing the lead Federal On-Scene Coordinator (FOSC) and the lead State On-Scene Coordinator (SOSC). The Unaffiliated Volunteer coordinator is responsible for recruitment, induction, deployment, and general management of unaffiliated volunteers.

4333 Activation of Volunteers

The Unified Command is responsible for and shall direct the use of volunteers, whether the Volunteers are either Affiliated or Unaffiliated. All Federal, State, and local regulations regarding the use of volunteers must be strictly adhered. Documenting the release of liability is generally recommended.

The Incident Volunteer Coordinator would be activated immediately as part of any initial response and shall keep the Unaffiliated Volunteer Coordinator and the appropriate Affiliated Volunteer Coordinator apprised of events unfolding at the Incident Command Post (ICP). If the Incident could evolve into a Type 1 or Type 2 Incident, the Unaffiliated Volunteer Coordinator and the appropriate Affiliated Volunteer Coordinator will be activated immediately.

Once the response has stabilized to allow a comprehensive assessment regarding the potential use of Volunteers, a coordinated recommendation as to the scope of possible volunteer activities shall be made to the Planning Section Chief for passing to the Unified Command (UC). The guiding light for all volunteer activity shall be the NRT “*Use of Volunteers Guidelines for Oil Spills* dated September 27, 2012.”

4334 Volunteer Assistance Alternatives

Volunteers may be used during an oil spill response on a case-by-case basis under the sponsorship of recognized and reputable local organizations or at the discretion of the Unified Command. Sponsoring organizations are responsible to provide proof to the FOSC/SOSC that any necessary federal or state permits have been issued before the FOSC/SOSC will consider any requests for utilizing volunteers. While recognizing that due respect for the health and safety of volunteers, not every incident will offer an appropriate opportunity to optimally utilize a volunteer resource.

Potential safe and low risk possibilities for the use of volunteers include:

- Pre-Impact Beach Clean Assessment – Sentinel Patrols
 - Observe, record, and report sightings of debris on beaches that could be potentially impacted by oil in the water which could potentially wash ashore
 - Observe, record, and report sightings of wildlife and/or aquatic life that are oiled, or injured, or deceased
- Post-Impact Beach Clean Assessment – Sentinel Patrols
 - Observe, record, and report sightings of oil on non-impact beaches
 - Observe, record, and report sightings of wildlife and/or aquatic life that are oiled, or injured, or deceased
- Administrative Support – Provide inside administrative support to the Volunteer effort at the Volunteer reception Center
- Residence Alert Notification – volunteers are assigned a “neighborhood” to canvas door-to-door and alert residents’ of forthcoming events and pass relevant safety-action notices to all concerned.

4335 Liability

Federal and State Agencies will not assume liability whatsoever for any volunteers traveling to or from the incident site or while engaged in any assignment at the incident that is under the direction of the Unified Command (UC).

4336 Safety

Volunteers should be used for minimal risk activities. Specifically and to ensure volunteer safety, the IC/UC must make it clear as soon as possible in any response activity by issuing a press release through the JIC, that if any area(s) are closed to the public, they are closed to volunteers. In addition, volunteers must not be exposed to oil or oil contaminated materials.

If volunteers are deployed into the environment, safety instructions will be provided that will offer guidance for personal safety, including the use of Personal Protective Equipment (PPE), how to operate in various environments, and how to recognize and avoid various states of oil that may be encountered. A knowledgeable Team Leader will always accompany all groups of Unaffiliated Volunteers during any excursion into the environment.

4337 Volunteer Checklists

4337.1 Volunteer Planning Checklist

- Coordinate with Planning Section Chief, Unified Command (UC)/ General Staff to determine need for volunteers
- Identify suitable non-oil recovery opportunities for volunteers
- Obtain approval of UC and each unit leader for use of volunteers to perform specific roles
- Coordinate with Local Government on overall management and coordination of local volunteers
- Coordinate with Safety Officer to define needed training and safety procedures for each site
- Coordinate with Safety Officer to prevent unauthorized entry to contaminated area
- Coordinate with Legal Officer to determine need for Criminal Background Check
- Coordinate with Legal Officer to determine need for Release of Liability Waiver Form
- Coordinate with Logistics to arrange transportation to activity site (if needed)
- Coordinate with Logistics to arrange for food and water (as appropriate)
- Coordinate with the Safety Officer for standby medical assistance when volunteers are in the field

4337.2 Volunteer Recruitment Checklist

- Utilize a Volunteer Information Hotline and publish a volunteer information card for distribution by all field personnel
- Set up phone hotline,
- When appropriate, staff the Volunteer Reception Center
- Brief site security on location, hours, and volunteer parking at Volunteer Registration Center
- Obtain registration data on each volunteer (name, address, phone, e-mail, emergency contact) and issue any appropriate Incident ID

4337.3 Volunteer Skills Assessment Checklist

- Assess volunteers to identify their skills, experience, interest, and date/time availability
- Accept/reject volunteer based on application, references, and/or criminal background check
- Match volunteers to roles based on their date/time availability, skills, and suitability for planned activities

4337.4 Volunteer Preparation Checklist

- Provide a briefing packet for volunteers, including relevant phone numbers
- Verify assigned Unit can provide appropriate PPE, tools and equipment
- Safety explains:
 - site briefings;
 - PPE use;
 - food/water access;
 - transportation plan
 - medical plan

- Assign volunteers to specific date/time schedule, work locations, drop-off/pickup points, and times
- Manage span of control throughout the volunteer structure

4337.5 Volunteer Supervisor Checklist

- Define and deliver site-specific safety training in coordination with Safety Officer
- Ensure safe exits and muster points are clear and emergency evacuation plans are in place
- Retain copy of data record for each volunteer including name and emergency contact
- Ensure appropriate PPE, tools and equipment is available
- Have Unit Leader train volunteers in operational duties and reporting procedures
- Ensure each work timetable is appropriate for task and that they take scheduled breaks
- Oversee operations on site, paying particular attention to health and safety
- Monitor weather conditions and halt or alter operations as necessary
- Review safety procedures and update site safety plans at regular intervals

4338 Volunteer Coordinators Operating Plan

The Affiliated Volunteer Coordinator and the Unaffiliated Volunteer Coordinator are each responsible for preparing, monitoring, and updating the operating plan that governs all aspects of volunteer activity. These Operating Plans, for both affiliated and unaffiliated volunteers, shall address at a minimum to:

- Capture a data record for each volunteer including name and emergency contact
- Ensure all Volunteers are issued an Identification Badge
- Define and deliver site-specific safety training in coordination with Safety Officer
- Train volunteers in operational duties and reporting procedures
- Ensure each work timetable is appropriate for the task and that all scheduled breaks are followed
- Oversee on-site operations, paying particular attention to health and safety
- Manage Span of Control
- Provide a copy of the relevant phone numbers for volunteers to contact volunteer administration and emergency as well as hotline numbers for oil sightings, and injured or oiled wildlife reporting

4400 Documentation

4410 Documentation Unit Leader

The DOCL is responsible for the maintenance of accurate, up-to-date incident files. Examples of incident documentation include: Incident Action Plan(s), incident reports, communication logs, injury claims, situation status reports, etc. Thorough documentation is critical to post-incident analysis. Some of the documents may originate in other sections. The DOCL shall ensure each section is maintaining and providing appropriate documents. The DOCL will provide duplication and copying services for all other sections. The Documentation Unit will store incident files for legal, analytical, and historical purposes.

The major responsibilities of the DOCL are:

- Set up work area; begin organization of incident files.

- Establish duplication service; respond to requests.
- File all official forms and reports.
- Review records for accuracy and completeness; inform appropriate units of errors or omissions.
- Provide incident documentation as requested.
- Organize files for submitting final incident documentation package.
- Maintain Unit Log (ICS 214-CG).

4420 Services Provided

The Documentation Unit is responsible for the maintenance and protection of all documents relevant to the incident. Thorough documentation is critical to post-incident analysis. Some of these documents may originate in other sections. Incident files will be stored for legal, analytical and historical processes.

- Gather and maintain all relevant and necessary documentation associated with the oil spill
- Legal Section may need to be consulted.
- Ensure each section maintains and provides appropriate documents.
- Provides duplication and copying services.
- Examples of incident documentation include:
 - Incident Action Plan;
 - Incident reports;
 - Communication logs;

Injury Claims; and Situation Status Reports.

The Documentation unit responsible for the maintenance of accurate, up-to-date incident files. This unit shall ensure section is maintaining and providing appropriate documents.

4430 Administrative File Organization

Establishing and maintaining an administration filing system is dependent on the complexity of the incident as well as the potential for future litigation. Typically, the person assigned to the Documentation Unit Leader position will be experienced in the management of such a task. Assistants should review the Job Aid.

4500 Demobilization

4510 Demobilization Unit Leader

The Demobilization Unit Leader (DMOB) is responsible for developing the Incident Demobilization Plan. On large incidents, demobilization can be quite complex, requiring a separate planning activity. Note that not all agencies require specific demobilization instructions.

The major responsibilities of the DMOB are:

- Review incident resource records to determine the likely size and extent of demobilization effort and develop a resource matrix.
- Coordinate demobilization with Agency Representatives.
- Monitor the on-going Operations Section resource needs.
- Identify surplus resources and probable release time.
- Establish communications with off-incident facilities, as necessary.

- Develop an Incident Demobilization Plan that should include:
- General information section
- Responsibilities section
- Release priorities
- Release procedures
- Demobilization Checkout Form (ICS-221-CG)
- Directory
- Prepare appropriate directories (e.g., maps, instructions, etc.) for inclusion in the demobilization plan.
- Distribute demobilization plan (on and off-site).
- Provide status reports to appropriate requestors.
- Ensure that all Sections/Units understand their specific demobilization responsibilities.
- Supervise execution of the Incident Demobilization Plan.
- Brief the PSC on demobilization progress.
- Maintain Unit Log (ICS 214-CG).

4520 Sample DEMOB Plan

Under USCG review for inclusion in the 2016 plan (Updated: July 2015)

4600 Environmental

4610 Environmental Unit Leader

The Environmental Unit Leader (ENVL) is responsible for environmental matters associated with the response, including strategic assessment, modeling, surveillance, and environmental monitoring and permitting. The ENVL prepares environmental data for the Situation Unit. Technical Specialists frequently assigned to the Environmental Unit may include the Scientific Support Coordinator and Sampling, Response Technologies, Trajectory Analysis, Weather Forecast, Resources at Risk, Shoreline Cleanup Assessment, Historical/ Cultural Resources, and Disposal Technical Specialists.

The major responsibilities of the ENVL are:

- Obtain a briefing and special instructions from the PSC.
- Identify sensitive areas and recommend response priorities.
- Following consultation with natural resource trustees, provide input on wildlife protection strategies (e.g., removing oiled carcasses, preemptive capture, hazing, and/or capture and treatment).
- Determine the extent, fate, and effects of contamination.
- Acquire, distribute, and provide analysis of weather forecasts.
- Monitor the environmental consequences of response actions.
- Develop shoreline cleanup and assessment plans. Identify the need for, and prepare any special advisories or orders.
- Identify the need for, and obtain, permits, consultations, and other authorizations, including Endangered Species Act (ESA) provisions.

- Following consultation with the FOSC's Historical/Cultural Resources Technical Specialist identify and develop plans for protection of affected historical/cultural resources.
- Evaluate the opportunities to use various response technologies.
- Develop disposal plans.
- Develop a plan for collecting, transporting, and analyzing samples.
- Review ENVL Job Aid.

Maintain Unit Log (ICS 214-CG).

4620 Natural/Physical Protection Environmental Sensitivity Maps

Refer to the Environmental Sensitive Index on the TGLO Toolkit for a portrayal and listing of the environmentally sensitive areas and associated key wildlife information.

Refer also to the Geographic Response Plan/Site-Specific Surveys also located on the TGLO Toolkit to review documentation available to first responders for specific tactics in a given area.

It is critical that the Environmental Unit review these resources during a response to ensure that the latest environmental concerns are considered by the operations section when developing their strategies and tactics.

4630 Natural Collection Areas and Boom Sites

The natural collection areas and boom sites as outlined below cover High Island Bridge to the Colorado River, as well as the Houston Ship Channel area and the Gulf Intercoastal Waterway (GIWW). The staging areas, access roads to those areas, descriptions of boom sites with distances in feet across openings, areas of caution, notifications and areas of natural collection are all included. Most of the staging areas are public boat ramps with relative ease of access to the shoreline and waterways.

The containment techniques and the equipment to be used will be dependent on several variables. These include weather, wind and current direction and speed, as well as accessibility to the spill location. It is the responsibility of the Incident Commander to assess these variables and make appropriate decisions regarding containment and equipment for each specific incident. Refer to the Containment Techniques section for a detailed explanation of containment methods and physical protection techniques. The type of boom (containment, collection, protection, or deflection) is also to be determined on a case by case basis.

4640 Best Practices

In addition to validating all environmental information available in response to an incident, it has proven effective for members within the Environmental Unit to prepare plans that either will directly or potentially have an impact on the environment. Such plans that the Environmental Unit should consider preparing with the approval of the Operations and Planning Section Chiefs include, but are not limited to:

- Dispersant Plan
- Sub-sea Dispersant Plan
- In-Situ Burn Plan
- Bioremediation Plan
- Waste Management Plan
- Pre-SCAT beach cleanup plan
- Decontamination Plan

Because of the critical impacts each of these plans serve in an incident (safety, environment, interagency consults, etc.), it is critical that a representative from the U.S. Coast Guard (FOSCR), EPA,

and State on-scene coordinator are assigned to the Environmental Unit in order to insert appropriate protocols/best practices as necessary for each plan.

4700 Technical Support

Certain incidents or events may require the use of THSP's who have specialized knowledge and expertise. THSP's may function within the Planning Section or be assigned wherever their services are required.

4710 Hazardous Materials Technical Support

4711 Toxicologist

The person who studied the nature, effects, and detection of poisons and the treatment of poisoning.

4712 Product Technical Specialist

A person that has expertise or knowledge in the characterization of a specific product.

4713 Certified Marine Chemist

The United States Coast Guard and the Occupational Safety and Health Administration require that a certificate issued by a Marine Chemist must be obtained before hot work or fire producing operations can be carried out in certain spaces aboard a marine vessel. The appropriate U.S. Coast Guard Regulations are contained in 46 CFR 35.01-11(1), 71.60-11(1), 91.50-11(1), 167.30-101(1), and 189.50-11(1). The appropriate OSHA regulations are contained in 29 CFR 1915.14.

In complying with both the U.S. Coast Guard and OSHA regulations, the Marine Chemist applies the requirements contained in National Fire Protection Association Standard 306. NFPA 306, Control of Gas Hazards on Vessels, describes conditions that must exist aboard a marine vessel. A survey by the Marine Chemist ensures that these conditions are satisfied.

In addition, a Marine Chemist is able to perform similar evaluations on other than marine vessels where an unsafe environment exists for workers, or hot work is contemplated on a system that might contain residues of a flammable or combustible product or materials.

4714 Certified Industrial Hygienist

An Industrial Hygienist (IH) is a professional who is dedicated to the health and well being of the worker. Typically, this would have an IH evaluating the health effects of chemicals or noise in a work place.. The IH professional traditionally has gained knowledge though a combination of education, training, and experience. Ideally, this knowledge is used to anticipate when a hazardous condition could occur to cause an adverse health effect on workers or the environment. Failing that, the IH must be able to recognize conditions that could lead to adverse health effects to workers or a community population.

4715 Chemist or Chemical Engineer

The branch of engineering that deals with the technology of large-scale chemical production and the manufacture of products through chemical processes.

4716 Sampling Technical Specialist

The Sampling Technical Specialist is responsible for providing a sampling plan for the coordinated collection, documentation, storage, transportation, and submittal to appropriate laboratories for analysis or storage.

The major responsibilities of the Sampling Technical Specialist are:

- Determine resource needs.
- Participate in planning meetings as required.
- Identify and alert appropriate laboratories.

- Meet with team to develop an initial sampling plan and strategy, and review sampling and labeling procedures.
- Set up site map to monitor the location of samples collected and coordinate with GIS staff. Coordinate sampling activities with the NRDAR Representative, Investigation Team, and legal advisors.
- Provide status reports to appropriate requesters.
- Maintain Unit Log (ICS 214-CG).

4720 Oil Spill Response and Stabilization Technical Support

4721 Scientific Support Coordinator (SSC)

The SSC, in accordance with the National Contingency Plan, will provide the FOSC scientific advice with regard to the best course of action during a spill response. During a response all NOAA science support services, including discharge and release trajectory, atmospheric modeling, resources at risk, weather information, tidal and current information, etc. should be obtained from and coordinated through the NOAA Scientific Support Coordinator. The SSC will be the point of contact for the Scientific Support Team from National Oceanic and Atmospheric Administration's (NOAA) Hazardous Material Response and Assessment Division.

The major responsibilities of the SSC are:

- Coordinate all response scientific support and NOAA resource requests.
- Represent the FOSC in planning meetings.
- Determine resource needs.
- Provide current and forecasted incident status information for the Situation Unit by way of over flight maps and trajectory analysis.
- Provide weather, tidal, and current information.
- Obtain consensus from the Federal Natural Resource Trustees regarding response options and report to the FOSC.
- Develop a prioritized list of the resources at risk.
- Provide status reports to appropriate requesters.
- Demobilize in accordance with the Demobilization Plan.
- Maintain Unit/Activity Log (ICS form 214).

4722 Trajectory Analysis Technical Specialist

The Trajectory Analysis Technical Specialist (requested through the NOAA SCC) is responsible for providing to the UC, projections and estimates of the movement and behavior of the spill. The specialist will combine visual observations, remote sensing information, and computer modeling, as well as observed and predicted tidal, current, and weather data to form these analyses.

Additionally, the specialist is responsible for interfacing with local experts (weather service, academia, researchers, etc.) in formulating these analyses. Trajectory maps, over-flight maps, tides and current data, and weather forecasts will be supplied by the specialist to the Situation Unit for dissemination throughout the ICP. All services provided by the Trajectory Analysis Technical Specialist will be arranged through the NOAA SCC.

The major responsibilities of the Trajectory Analysis Technical Specialist are:

- Schedule and conduct spill observations/over flights, as needed.
- Gather pertinent information on tides, currents and weather from all available sources.

- Provide a trajectory and over-flight maps, weather forecasts, and tidal and current information.
- Provide briefing on observations and analyses to the proper personnel.
- Demobilize in accordance with the Incident Demobilization Plan.
- Maintain Unit Log (ICS 214-CG).

4723 Lightering Technical Specialist

The act of unloading goods to or from a commercial vessel to a barge. In addition to local, commercial lightering companies, the National Strike Force and Navy SUPSALV own oil-pumping equipment. They have both recently added equipment capable of pumping highly viscous oils.

4724 Salvage Technical Specialist

When salvage operations are required the UC should activate the salvage experts listed above and have them report to the command post or communicate via telephone. The primary written guide on salvage operations is the U.S. Navy Salvage Manual. All parties involved in a salvage response should refer to the manual for specific information relating to salvage techniques.

Salvage efforts may be divided into three phases: stabilization, refloating, and post-refloating. During the stabilization phase, salvors take steps to limit further damage to the vessel and to keep the ship from being driven harder aground or broaching. Response leaders gather information and formulate a salvage plan; the plan specifies actions to be taken during the refloating and post-refloating phases of the salvage. The refloating phase commences when the salvage plan is executed and ends when the ship begins to move from her strand. During post-refloating, the vessel is secured and delivered to the designated port facility.

4725 Heavy/Non-Floating Oil Response Technical Specialist

In the Coast Guard Authorization Act of 1996, the United States Coast Guard (USCG) was directed to assess the risk of spills for oils that may sink or be negatively buoyant, to examine and evaluate existing cleanup technologies, and to identify and appraise technological and financial barriers that could impede a prompt response to such spills. The USCG requested that the National Research Council (NRC) perform these tasks. In response to this request, the NRC established the Committee on the Marine Transportation of Heavy Oils.

Early in the committee's deliberations, it became clear that the statutory definition of Group V oils (oils with a specific gravity greater than 1.0) did not include all of the oils of concern. The first problem with using this definition is that specific gravity is defined as the ratio of the density of oil to the density of freshwater at a fixed temperature. The density of seawater, however, is slightly higher than that of freshwater and increases as salt content increases. Therefore, Group V oils could have lower densities than those of the receiving seawater and float. The second problem is that an oil with a specific gravity of slightly less than 1.0 (e.g., a Group IV oil) might mix into the water column and sink to the seabed after weathering and interaction with sediments. The committee, therefore, decided to use the term "non-floating oils" to include all of the oils of concern based on their behavior. Non-floating oils move below the sea surface either because of their initial densities or because of changes in their densities as a result of weathering or interaction with sediments. These oils may be just below the water surface, suspended in the water column, or deposited on the seabed.

In order to carry out the assessment, the committee gathered the available data on the transportation and spills of Group V oils, as well as data on other oils that are known to sink or become suspended in the water column when weathered or mixed with sediment. The data were available for asphalt, coal tar, carbon black, bunker C, and No. 5 and No. 6 fuel oils, (i.e., so-called "heavy oils"). The committee used the USCG's (USCG) database on oil spills, refined with collaborative data from the Bureau of Ocean Energy Management, Regulation and Enforcement (BOEMRE), to develop estimates of the probability and mean size of oil spills. The U.S. Army Corps of Engineers (USACE) database on waterborne transportation of petroleum products and other cargoes over U.S. waters was used to assess the

volumes of oil transported. The committee combined the spill statistics with the data on cargo tonnage to estimate historical rates on a barrel-per-ton-mile basis.

Historical spill rates must be modified for predictions of future spill rates because future rates will be influenced by fluctuations in traffic and trading patterns, as well as by changes in the ways vessels are designed and operated. The committee used the best available data, combined with its own collective judgment, to estimate the effects of these changes on the number and size of spills of non-floating oils in the future

Since 1991, the volume of oil spilled from vessels in U.S. waters has been reduced dramatically. Losses from tankers since 1990 have been less than one-tenth of the pre-1990 volume, and losses from barges have been less than one-third of the pre-1990 volume. From 1973 to 1990, there were 18 incidents involving spills of more than 25,000 barrels. Since 1991, there has not been a single spill of this magnitude for any category of oil. Nevertheless, very large spills will almost certainly occur sometime in the future, although they are likely to be spills of crude oil rather than heavy oils, which tend to be transported in smaller volumes on barges and smaller tankers.

The USCG database includes descriptions of the substance spilled in each event. To estimate the frequency of spills of products with the potential to sink or become suspended in the water column after weathering or mixing with sediment, the committee summarized data for spills of more than 20 barrels for asphalt, coal tar, carbon black, bunker C, and No. 5 and No. 6 fuel oils. From 1991 to 1996, there was an average of 16 spills of these heavy oils per year, with an average volume of 785 barrels per spill. Tank barges were responsible for 28 percent of incidents and 80 percent of the volume of these spills of heavy oils. Most heavy-oil spills between 1991 and 1996 involved oils that were less dense than seawater, which only sink under unfavorable environmental conditions. The committee reviewed these heavy-oil spills with spill responders, who estimated that about 20 percent of these spills exhibited non-floating behavior.

Most of the larger oil spills from land-based facilities were generally spills of crude oil or gasoline. The largest reported spill of heavy oil from a land-based facility between 1991 and 1996 was a spill of 929 barrels of No. 6 fuel oil into Pearl Harbor, Hawaii. By contrast, there were six tank-barge spills of more than 4,000 barrels involving heavy oil (either No. 6 fuel oil or slurry oil). The average volume of spills of heavy oil from barges was 2,254 barrels, and the largest was about 18,000 barrels. These spills were widely distributed geographically, with the highest frequency in the Gulf of Mexico.

Behavioral models have been developed for spills of non-floating oils based on their physical and chemical properties. These descriptive, qualitative models predict how oils with densities near or above the density of the receiving water might behave. The models are based primarily on observations of oil spills. The committee described and assessed these models in terms of their effectiveness in predicting the behavior of non-floating oils.

The environmental concerns associated with responses to spills of non-floating oils are primarily related to water column and benthic (seabed) habitats. In most spills in open water, oil in the water column is unrecoverable, and response operations are limited to locating and monitoring its movement. However, if the suspended oil approaches shoreline habitats or near shore benthic habitats in areas where current flow is minimal, the oil will sink and pool on the seabed. In these cases, an effective, but limited, response can be mounted, whereby a significant amount of oil can be removed from the seafloor. An effective response also includes removing oil from the shoreline, if and when it becomes stranded, to prevent its being eroded and sinking in near shore tidal areas.

The behavior patterns of non-floating oils can be complex, depending on the density of the oil, the density of the receiving water, and the physical characteristics of the spill site. Current technologies and techniques for locating, tracking, containing, and recovering spills of submerged oils include spill modeling and information systems, tracking and mapping techniques, and oil containment and recovery techniques. Chapter 3 focuses on the current state of practice and identifies systems that have been used or proposed for use in response to spills of non-floating oils

The containment and recovery of oil dispersed in the water column or deposited on the seabed is constrained by many factors, beginning with the difficulty of locating the oil and determining its condition.

The success of current methods varies greatly but is usually limited because of the wide distribution of the oil and the fact that it is mixed with sediments and water. In general, available methods are most successful when the current speeds and wave conditions at the spill site are low (currents less than 10 cm/sec, wave heights less than 0.25 m), the oil is pumpable, the water is relatively shallow (water depths less than 10 m), and the sunken oil is concentrated in natural collection areas. The selection of methods for containment or recovery depends on the location and environmental conditions at the spill site, the characteristics of the oil and its state of weathering and interaction with sediments, and the equipment and logistical support available for the cleanup operation.

The committee identified a variety of barriers to responses to spills of non-floating oils, including inadequate planning and training drills; lack of experience; lack of knowledge about transport, fate, and impact on the environment; the difficulty of locating and tracking oil suspended in the water column or deposited on the seabed; the limited technology options available for containment and recovery; and insufficient investment in research, development, testing, and evaluation of tracking, containment, and recovery systems.

4726 Response Technologies Technical Specialist

The RT Specialist is responsible for evaluating the opportunities to use various Response Technologies (RT), including mechanical containment and recovery, dispersant or other chemical countermeasures, in-situ burning, and bioremediation. The specialist will conduct the consultation and planning required deploying a specific RT and articulating the environmental tradeoffs of using or not using a specific RT.

The major responsibilities of the Trajectory Analysis Technical Specialist are:

- Participate in planning meetings as required.
- Participate in Planning meetings, as required.
- Determine resource needs.
- Gather data pertaining to the spill including spill location, type and amount of petroleum spilled, physical and chemical properties, weather and sea conditions, and resources at risk.
- Identify available RT that can be effective on the specific spilled petroleum.
- Make initial notification to all agencies that have authority over the use of RT.
- Keep Planning Section Chief advised of RT issues.
- Provide status reports to appropriate requesters.
- Establish communications with Regional Response Team to coordinate RT activities.
- Maintain Unit/Activity Log (ICS form 214).

4727 Decontamination Technical Specialist

The process of removing or neutralizing contaminants that have accumulated on personnel and equipment.

Trained personnel in accordance with established standard operating procedures will perform decontamination. The Safety Officer will approve all decontamination procedures, equipment and stations. All workers must be decontaminated when leaving a contaminated area. All equipment and clothing from a contaminated area should be stored in a controlled area near the incident site until decontamination or proper disposal can be accomplished.

Contaminated equipment such as containers, brushes, tools, etc., should be placed in labeled containers. Partially decontaminated clothing should be placed in plastic bags pending further decontamination or disposal. Respirators should be dismantled, washed and disinfected after each use.

Suitable containment structures or portable containers will collect water used for tool and vehicle decontamination. Areas used for decontamination will be monitored for residual contamination.

4728 Disposal Technical Specialist

The Disposal (Waste Management) Technical Specialist is responsible for providing the Planning Section Chief with a Disposal Plan that details the collection, sampling, monitoring, temporary storage, transportation, recycling, and disposal of all anticipated response wastes.

The major responsibilities of the Disposal Technical Specialist are:

- Determine resource needs.
- Participate in planning meetings as required.
- Develop pre-cleanup plan and monitor pre-cleanup operations, as appropriate.
- Develop a detailed Waste Management Plan.

4729 Dredging Technical Specialist

Provides experience and subject matter expertise on dredging with various machines equipped with scooping or suction devices.

4730 Oil Spill Assessment Technical Specialists

4731 Resources at Risk (RAR) Technical Specialist

The Resources at Risk (RAR) Technical Specialist is responsible for the identification of resources thought to be at risk from exposure to the spilled oil through the analysis of known and anticipated oil movement, and the location of natural, economic resources, and historic properties. The RAR Technical Specialist considers the relative importance of the resources and the relative risk to develop a priority list for protection.

The major responsibilities of the RAR Technical Specialist are:

- Participate in planning meetings as required.
- Determine resource needs.
- Obtain current and forecasted status information from the Situation Unit.
- Following consultation with Natural Resource Trustee Representatives, identify natural RAR, including threatened and endangered species, and their critical habitat.
- Following consultation with the FOSC's Historical/Cultural Resources Specialist, identify historic properties at risk.
- Identify socio-economic resources at risk.
- In consultation with Natural Resource Trustee Representatives, Land Management Agency Representatives, and the FOSC's Historical/Cultural Resources Specialist, develop a prioritized list of the resources at risk for use by the Planning Section.
- Provide status reports to appropriate requesters.
- Maintain Unit Log (ICS 214-CG).

4732 Shoreline Cleanup Assessment Technical Specialist

The Shoreline Cleanup Assessment (SCA) Technical Specialist is responsible for providing appropriate cleanup recommendations as to the types of the various shorelines and the degree to which they have been impacted. This specialist will recommend the need for, and the numbers of, Shoreline Cleanup Assessment Teams (SCATs) and will be responsible for making cleanup recommendations to the Environmental Unit Leader. Additionally, this specialist will recommend cleanup endpoints that address the question of "How Clean is Clean?"

The major responsibilities of the SCA Technical Specialist are:

- Obtain briefing and special instructions from the Environmental Unit Leader.
- Participate in Planning Section meetings.
- Recommend the need for and number of SCATs.
- Describe shoreline types and oiling conditions.
- Identify sensitive resources (ecological, recreational, and cultural).
- Recommend need for cleanup and priorities.
- Monitor cleanup effectiveness.

4733 Historical/Cultural Resources Technical Specialist

The Historical/Cultural Resources Technical Specialist is responsible for identifying and resolving issues related to any historical or cultural sites that are threatened or impacted during an incident. The Specialist must understand and be able to implement a “Programmatic Agreement on Protection of Historic Properties” (Consult NRT’s document “Programmatic Agreement on the Protection of Historic Properties During Emergency Response under the NCP” for guidance) as well as consulting with State Historic Preservation Officers (SHPO), land management agencies, appropriate native tribes and organizations, and other concerned parties. The technical specialist must identify historical/cultural sites and develop strategies for protection and cleanup of those sites in order to minimize damage.

The major responsibilities of the Historical/Cultural Resources Technical Specialist are:

- Implement the Programmatic Agreement (PA) for the FOSC.
- If a PA is not used, coordinate Section 106 consultations with the SHPO.
- Consult and reach consensus with the concerned parties on affected historical/cultural sites.
- Identify and prioritize threatened or impacted historical/cultural sites.
- Develop response strategies to protect historical/cultural sites.
- Participate in the testing and evaluation of cleanup techniques used on historical/cultural sites.
- Ensure compliance with applicable Federal/State regulations.
- Maintain Unit Log (ICS 214-CG).

4734 Natural Resource Damage Assessment

After an oil spill or hazardous substance release, response agencies like the U.S. Environmental Protection Agency or the U.S. Coast Guard clean up the substance and eliminate or reduce risks to human health and the environment. But these efforts may not fully restore injured natural resources or address their lost uses by the public. Through the NRDA process and co-trustees conduct studies to identify the extent of resources injuries, the best methods for restoring those resources, and the type and amount of restoration required.

4735 Specialized Monitoring of Applied Response Technologies (SMART)

SMART is used to scientifically monitor the use of dispersants, other chemical countermeasures, or in-situ burns. These operations however, because of their time sensitivity shall not be delayed pending the arrival of SMART monitoring equipment or personnel.

SMART is used to collect scientific information for the Unified Command to provide a measurement of success in the operation and to improve the knowledge about non-mechanical recovery procedures.

Documents for SMART can be found at:

<http://response.restoration.noaa.gov/oilaid/SMART/SMART.html>

4740 Additional Technical Support Resources

4741 Legal

The Legal Specialist will act in an advisory capacity during an oil spill response.

The major responsibilities of the Legal Specialist are:

- Participate in planning meetings if requested.
- Advise Unified Command on legal issues relating to in-situ burning, use of dispersants, and other alternative response technology.
- Advise Unified Command on legal issues relating to Natural Resource Damage Assessment.
- Advise UC on legal issues relating to investigation.
- Calculate and verify the volume of petroleum recovered, including petroleum collected with sediment/sand, etc.
- Provide status reports to appropriate requesters.
- Maintain Unit/Activity Log (ICS form 214).

4742 Chaplain

The CERT Specialist is responsible for identifying and securing the services of sufficient Chaplains necessary to carry out pastoral care duties to provide for the spiritual and emotional needs of all Coast Guard personnel involved in a major disaster. The CERT Specialist is responsible for making an immediate assessment of how many Chaplains are required to provide adequate pastoral care and make the necessary notifications to ensure their immediate response and presence. The CERT Specialist is the point of contact (POC) for all requests from operational units for Chaplains and their services and is responsible for the appropriate assignments and duties of all Chaplains involved in Coast Guard operations. The CERT Specialist reports directly to the IC.

4743 Public Health Specialist

Public Health Technical Specialists may be needed to provide public health/worker health and safety technical knowledge and expertise in events involving oil, hazardous substance/materials, radiation, or health and medical issues.

Public Health Technical Specialists from the Department of Health and Human Services' Centers for Disease Control and Prevention can provide technological assistance in the following areas:

- Human health threat assessment
- Environmental health threat assessment
- Exposure prevention
- Worker health and safety
- Toxicology and health physics
- Epidemiology
- Public health communications

4744 Human Resources Specialist

The Human Resources Specialist is responsible for providing direct human resources services to the response organization, including ensuring compliance with all labor related laws and regulations. If it is necessary to form a Human Resources Unit, it is normally in the Finance/Admin Section.

The major responsibilities of the Human Resources Specialist are:

- Review Common Responsibilities.
- Provide a point of contact for incident personnel to discuss human resource issues and/or concerns.
- Participate in daily briefings and planning meetings to provide appropriate human resource information.
- Post human resource information, as appropriate.
- Receive and address reports of inappropriate behavior, acts, or conditions through appropriate lines of authority.
- Maintain Unit/Activity Log (ICS-214).

4745 Critical Incident Stress Management

The CISM Specialist is responsible for identifying and securing the immediate response and services of sufficient CISM team members necessary to carry out CISM duties to provide for the psychological and emotional needs of all Coast Guard personnel involved in a major incident. The CISM Specialist is the POC for all requests from operational units for CISM services and is responsible for the appropriate assignments and duties of all CISM team members involved in the evolution. Due to the importance of the mental well-being of all response personnel and the highly specialized nature of the program, the CISM Specialist would be assigned to the command level of the organization and would report directly to the IC or UC.

4800 Required Correspondence, Permits & Consultation

4810 Correspondence of the FOSC

4811 Administrative Orders

The Administrative Order is a direct extension of the authority vested to the FOSC within CERCLA and the FWPCA (as amended by OPA '90). It is a written order from the FOSC to the RP concerning some aspect of a pollution investigation and/or the cleanup operations. Failure to comply with a Administrative Order may result in a civil penalty.

4812 Notice of Federal Interest

A Notice of Federal Interest shall be issued to the responsible party or each suspect in the vicinity of the spill. The notice should be signed by the party to confirm acknowledgment of receipt. It may be necessary to explain to the receiving party that signing the notice is not an admission of guilt. If the party refuses to sign the statement for any reason, it should be noted on a copy of the notice enclosed with the case. In any event, a copy of the notice should be left with the suspect, responsible party, or their representative.

4813 Notice of Federal Assumption

When the identified responsible party does not take appropriate measures to contain and remove the spilled pollutant or their actions are deemed inadequate by the FOSC, a Notice of Federal Assumption shall be issued. This notice informs the responsible party that in order to assure proper abatement measures are being taken, the Federal Government has taken over the cleanup and the alleged responsible party may be liable for cost incurred by the government.

4814 Letter of Designation

The FOSC is responsible for notifying the NPFC of the source of a discharge, actual or potential. The NPFC must also be notified if the source is not identified. Notification may be made by letter, RAPID DRAFT letter, or message (POLREP or SITREP). The NPFC should be contacted for guidance on procedures or with any questions relating to this.

4820 Permits and Consultations

4821 Fish and Wildlife Permits

State and Federal permits are required to collect, possess, treat and band migratory birds and threatened and endangered species. The laws and regulations that require such permits are as follows:

Migratory Bird Treaty Act of 1918, as amended, 16 U.S.C. 703 et seq. No person shall take, possess, import, export, transport, sell, purchase or barter, any migratory bird, or the parts, nests, or eggs of such bird except as permitted under the terms of a valid permit issued by U.S. Fish and Wildlife Service pursuant to the provisions of 50 CFR 21 and 50 CFR 13. Enforcement authority and penalties for violations are provided.

Bald Eagle Protection Act of 1940, as amended, 16 U.S.C. 668 et seq. No person shall take, possess, or transport any bald eagle or any golden eagle, or the parts, nests, or eggs of such birds except as permitted under the terms of a valid permit issued by USFWS pursuant to 50 CFR 22 and 50 CFR 13. Enforcement authority and penalties for violations are provided.

Endangered Species Act of 1973, as amended, 16 U.S.C. 1531 et seq. It is unlawful for any person to commit, attempt to commit, solicit another to commit, or cause to be committed the import or export, take, possession, sale or offer for sale any endangered species except as permitted under the terms of a valid permit issued by the U.S. Fish and Wildlife Service pursuant to 50 CFR 17. Enforcement authority and penalties for violations are provided.

If rescue and rehabilitation efforts are deemed worthwhile, one Federal permit is required for oiled migratory birds and one Federal permit is required for oiled threatened and endangered species. Each of these permits may encompass more than one species. If a bird is considered a migratory bird, but is also a threatened or endangered species, it should be listed under the threatened and endangered species permit.

USFWS personnel will handle all federal permit activities through the field office responsible for the area where the spill occurs. State permits must be handled through the applicable state agency office. The office that should be contacted to initiate the permitting process is Texas Parks and Wildlife.

4822 ESA Consultations

A Memorandum of Agreement (MOA) was established between USCG, EPA, USFWS, and NOAA NMFS to address required consultations under Section 7 of the Endangered Species Act. This MOA outlines the actions to take for completing these consultations prior to and during an incident.

4823 Historical Properties

Refer to Section 1680 of this Plan to ensure compliance with the identification and required consultation of historical properties involved during an emergency response under the NCP. Foremost, the Unified Command, and specifically the FOSC, shall identify the need for a Historic Properties Specialist to help manage all matters associated with Historical Properties affected as a result of an incident.

4900 Marine Transportation System Recovery

4910 Marine Transportation Unit Leader (MTSL)

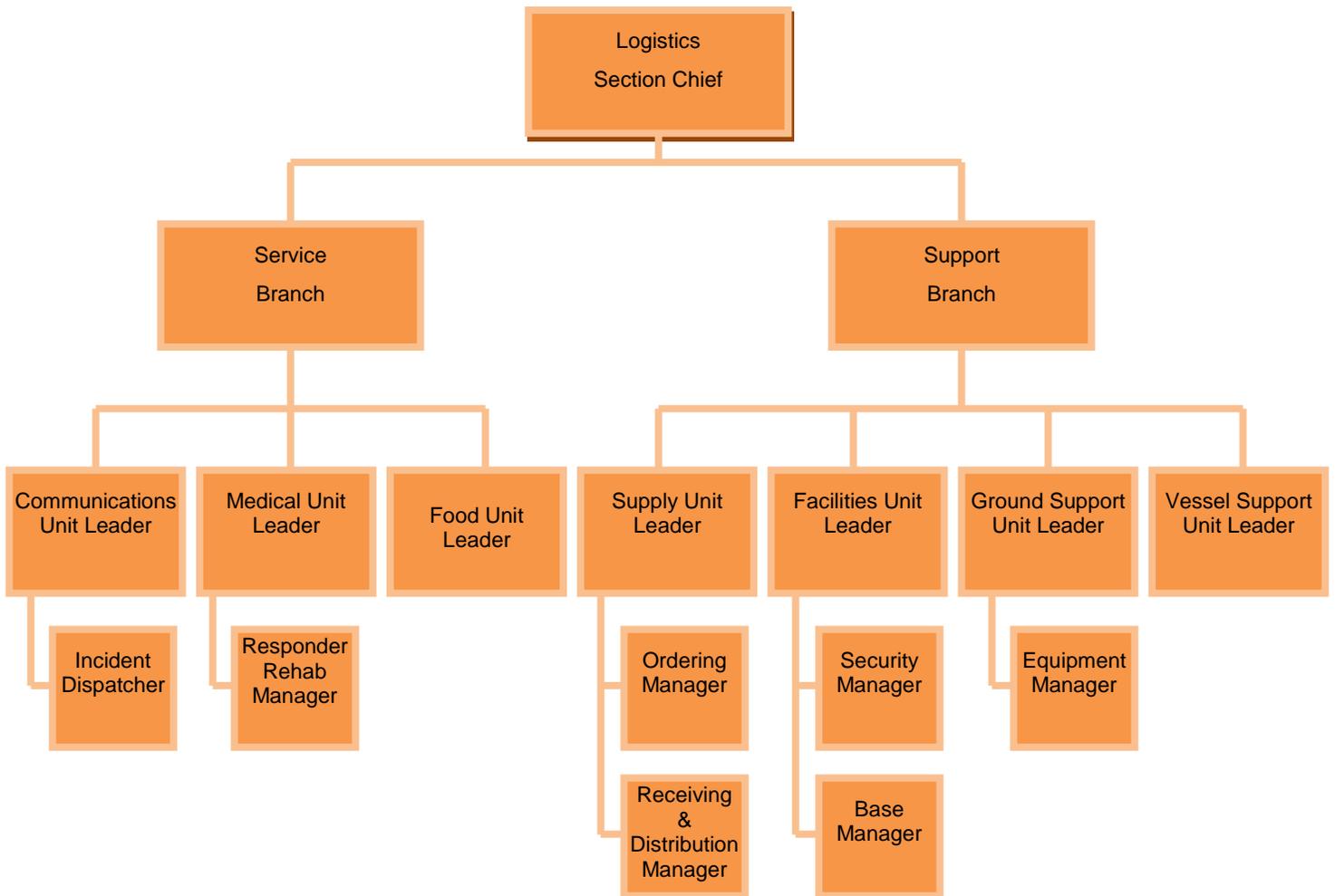
The MTSL is responsible for planning infrastructure recovery for Transportation Security Incidents (TSI) and other incidents that significantly impact the Marine Transportation System (MTS). The MTSL will track and report on the status of the MTS, understand critical recovery pathways, recommend courses of action, and provide all MTS stakeholders with an avenue of input to the response organization. The MTSL prepares transportation data for the Situation Unit and daily situation briefs applying core Essential Elements of Information (EIs). Sample EIs include Deep draft shipping, Aids to Navigation, Bulk liquid facilities, Intermodal connections, Bridges, Vessel Salvage, etc.

The major responsibilities of the MTSL are:

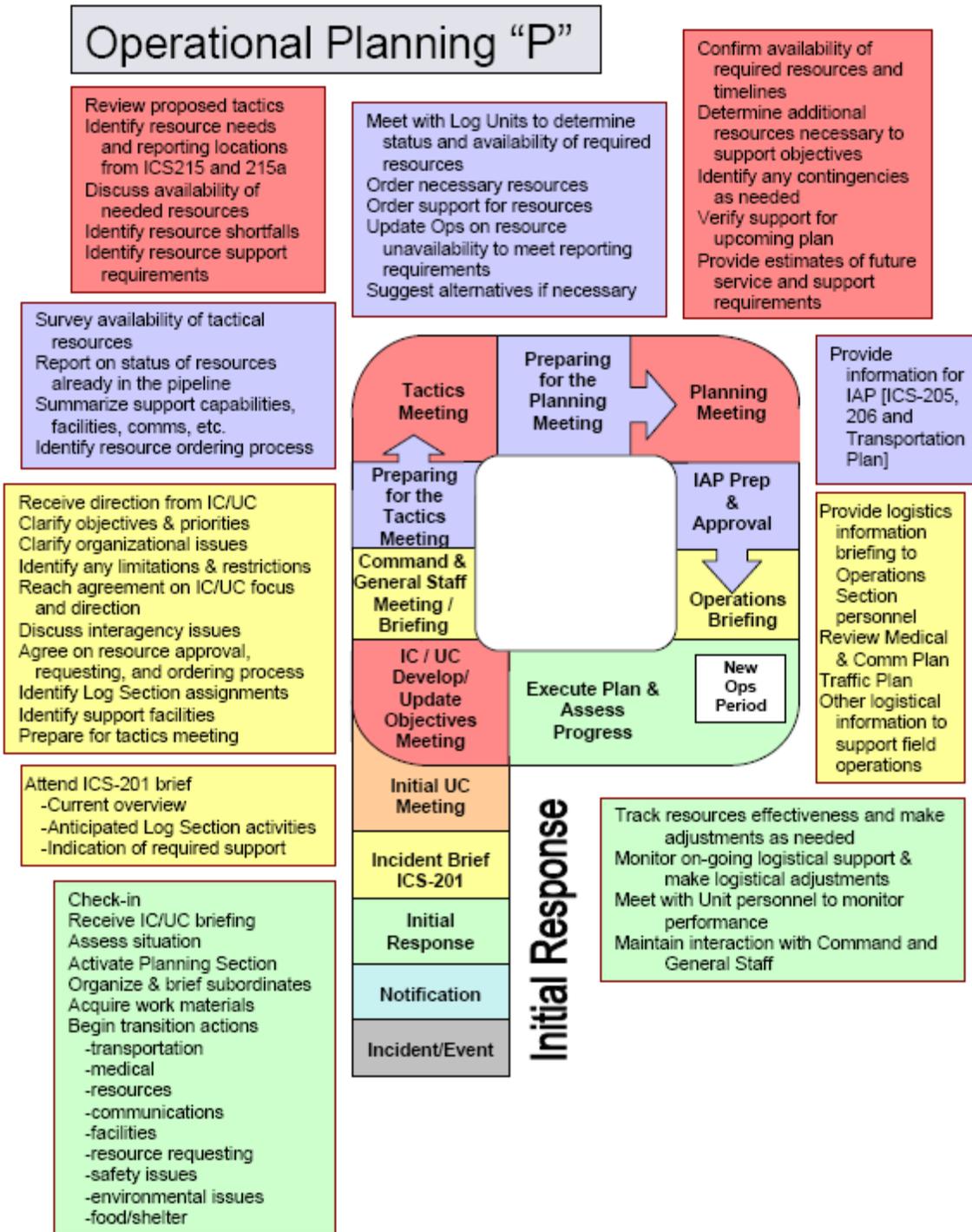
- Obtain a briefing and special instructions from the PSC.
- Support Operation Section Staff elements that are established for MTS Recovery.
- Identify, track, and report impacts to the MTS in accordance with EEIs.
- Coordinate and consult with MTS stakeholders. Solicit periodic and standardized feedback from impacted industries/stakeholders.
- Identify resources, agencies involved, and courses of action for the recovery of public infrastructure such as ATON, communications systems, and federal channels.
- Prioritize recovery operations (including ATON, dredging, salvage, cleanup, repair, etc), as appropriate.
- Monitor the economic consequences of recovery actions.
- Develop traffic management plans. Identify the need for, and prepare any special advisories or orders (i.e. Safety/Security Zone).
- Assess the need for MTS relief measures outside the impacted area. Implement measures (i.e. redirect cargos, establish alternate transportation modes) as necessary.
- Liaise with MTS Response Branch Director (TRBD) to execute operational objectives.
- Maintain Unit Log (ICS 214-CG).

5000 LOGISTICS

5100 Logistics Section Organization



o Figure 7 – Logistics Section



• Figure 8 – Logistics Planning Cycle

5110 Logistics Section Chief (LSC)

The LSC, a member of the General Staff, is responsible for providing facilities, services, and material in support of the incident. The LSC participates in the development and implementation of the IAP and activates and supervises the Branches and Units within the Logistics Section.

The major responsibilities of the LSC are:

- Plan the organization of the Logistics Section.
- Assign work locations and preliminary work tasks to Section personnel.
- Notify the Resources Unit of the Logistics Section Units activated, including names and locations of assigned personnel.
- Assemble and brief Logistics Branch Directors and Unit Leaders.
- Determine and supply immediate incident resource and facility needs.
- In conjunction with Command, develop and advise all Sections of the IMT resource approval and requesting process.
- Review proposed tactics for upcoming operational period for ability to provide resources and logistical support.
- Identify long-term service and support requirements for planned and expected operations.
- Advise Command and other Section Chiefs on resource availability to support incident needs.
- Provide input to and review the Communications Plan, Medical Plan and Traffic Plan.
- Identify resource needs for incident contingencies.
- Coordinate and process requests for additional resources.
- Track resource effectiveness and make necessary adjustments.
- Advise on current service and support capabilities.
- Request and/or set up expanded ordering processes as appropriate to support incident.
- Develop recommended list of Section resources to be demobed and initiate recommendation for release when appropriate.
- Receive and implement applicable portions of the incident Demobilization Plan.
- Ensure the general welfare and safety of Logistics Section personnel.
- Maintain Unit Log (ICS 214-CG).

5200 Support

5201 Support Branch Director

The Support Branch, when activated, is under the direction of the Logistics Section Chief, and is responsible for development and implementation of logistics plans in support of the Incident Action Plan, including providing personnel, equipment, facilities and supplies to support incident operations. The Support Branch Director (SUBD) supervises the operation of the Supply, Facilities, Ground Support, Ground Support and Vessel Support Units. The Support Branch Director reports to the Logistics Section Chief.

The major responsibilities of the Support Branch Director are:

- Obtain work materials from Logistics Kit.
- Identify Support Branch personnel dispatched to the incident.

- Determine initial support operations in coordination with Logistics Section Chief and Service Branch Director.
- Prepare initial organization and assignments for support operations.
- Determine resource needs.
- Maintain surveillance of assigned unit work progress and inform Logistics Section Chief of activities.
- Resolve problems associated with requests from Operations Section.
- Maintain Unit Activity Log (ICS 214).

5210 Supply

5211 Supply Unit Leader

The Supply Unit Leader (SPUL) is primarily responsible for receiving, storing and distributing all supplies for the incident; maintaining an inventory of supplies; and storing, disbursing and servicing non-expendable supplies and equipment.

The major responsibilities of the Supply Unit Leader:

- Obtain briefing from Service Branch Director or Logistics Section Chief.
- Determine location of working assignment and number and location of personnel requiring meals.
- Determine appropriate menu and service options.
- Obtain necessary equipment and supplies to operate food service facilities.
- Set up Food Unit equipment.
- Prepare menus to ensure incident personnel receive well balanced meals.
- Ensure that sufficient potable water is available to meet all incident needs.
- Ensure that all appropriate health and safety measures are taken.
- Supervise cooks and other Food Unit Personnel.
- Maintain an inventory of food stock.
- Coordinate stock deliveries and check-in.
- Provide Supply Unit Leader food supply orders.
- Maintain Unit/Activity Log (ICS 214).

5212 Ordering Manager

The Ordering Manager (ORDM) is responsible for placing all orders for supplies and equipment for the incident. The ORDM reports to the SPUL.

The major responsibilities of the ORDM are:

- Obtain necessary agency(s) order forms.
- Establish ordering procedures.
- Establish name and telephone numbers of agency(s) personnel receiving orders.
- Set up filing system.
- Obtain roster of incident personnel who have ordering authority.

- Obtain list of previously ordered supplies and equipment.
- Ensure order forms are filled out correctly.
- Place orders in a timely manner.
- Consolidate orders, when possible.
- Identify times and locations for delivery of supplies and equipment.
- Keep RCDM informed of orders placed.
- Submit all ordering documents to the Documentation Control Unit through the SPUL Leader before demobilization.
- Maintain Unit Log (ICS 214-CG).

5213 Receiving and Distribution Manager

The Receiving and Distribution Manager (RCDM) is responsible for receiving and distributing all supplies and equipment (other than primary resources) and the service and repair of tools and equipment. The RCDM reports to the SPUL.

The major responsibilities of the RCDM are:

- Order required personnel to operate supply area.
- Organize the physical layout of the supply area.
- Establish procedures for operating the supply area.
- Set up a filing system for receiving and distributing supplies and equipment.
- Maintain inventory of supplies and equipment.
- Develop security requirement for supply area.
- Establish procedures for receiving supplies and equipment.
- Submit necessary reports to the SPUL.
- Notify ORDM of supplies and equipment received.
- Provide necessary supply records to SPUL Leader.
- Maintain Unit Log (ICS 214-CG).

5214 Oil Response Equipment

See Section 9240.

5215 Hazardous Substance Response Equipment

See Section 9240

5220 Facilities

5221 Facilities Unit Leader

The Facilities Unit Leader (FACL) is primarily responsible for the set up, maintenance and demobilization of incident facilities, e.g., Base, ICP and Staging Areas, as well as security services required to support incident operations. The FACL provides sleeping and sanitation facilities for incident personnel and manages Base operations. Each facility is assigned a manager who reports to the FACL and is responsible for managing the operation of the facility. The Facilities Unit Leader reports to the Support Branch Director.

The major responsibilities of the FACL are:

- Provide and coordinate response facility locations, including Command Posts, incident operations bases, staging sites, piers, warehouses, communications facilities, Joint Information Center, berthing, messing, and sanitary facilities, and other response facilities.
- Plan, document, and account for response facilities needed.
- Manage and support facility, utility and maintenance services.
- Provide portable hygiene and lavatory facilities to support remote operation locations.
- Identify additional facility resources and logistics support needs.
- Establish forward Command Posts, as needed, to support on-scene operations.
- Coordinate and conduct the physical security of all equipment, staging sites, and the incident perimeter.
- Provide for a fire watch and physical security of berthing areas.
- Coordinate with local police and fire departments for crowd/onlooker control.
- Develop and implement the Incident Security Plan.
- Provide and coordinate berthing facilities assigned to response personnel.
- Plan, document, and account for the number and type of berthing facilities required.
- Maintain hotel contracts, berthing quarters, barracks vessels, and remote location camps to provide living, sleeping, hygiene, and lavatory facilities for response personnel.
- Identify additional resources and logistics support needs.
- Inspect facilities prior to occupation and document conditions and preexisting damage.
- Provide Base Managers and personnel to operate facilities.
- Demobilize incident facilities.
- Maintain facility records.
- Maintain Unit Activity Log (ICS 214).

5222 Base Managers

The Base Manager (BCMG) is responsible for ensuring that appropriate sanitation, security and facility management services are conducted at the Base.

The major responsibilities of the BCMG are:

- Determine personnel support requirements.
- Obtain necessary equipment and supplies.
- Ensure that all facilities and equipment are set up and properly functioning.
- Supervise the establishment of:
 - Sanitation facilities, including showers, and
 - Sleeping facilities.
- Make sleeping area assignments.
- Adhere to all applicable safety and health standards and regulations.
- Ensure that all facility maintenance services are provided.
- Maintain Unit Log (ICS 214-CG).

5223 Command Post

An incident command post will initially be established at either Sector Houston-Galveston or MSU Texas City. The responsible party is invited to combine his command post at these locations to institute a unified command at the earliest opportunity. This will allow the responsible party time to locate and organize an incident command post. In addition to an incident command post, field command posts can be established to supervise response efforts. Field command posts should be close to the spill site or work area to monitor and supervise the cleanup.

Command Post Establishment Procedures

Several basic features must be considered when selecting potential incident command post sites. These considerations include:

Location

The incident command post should be in the general area of the incident. It does not need to be at the incident site and for many reasons should be located away from the incident, including preventing the administrative activities surrounding a spill from interfering with operations. Above ground facilities may enhance radio communications and antenna placement.

Size

The command post must be capable of accommodating the number of people anticipated. For major incidents the number of people can easily reach 200. An estimated need of 50-sq. ft./person results in a requirement for about 10,000 sq. ft. Additional support area for food service, etc. should be considered.

Layout

The command post should be compatible with the NIMS organization. Individual spaces for the following are desirable:

- Unified Commander Private Rooms
- Unified Command Center
- Planning Section
- Logistics Section
- Operations Section
- Finance Section
- Public Affairs (should be separated from the above)
- Meeting Room (should be separated from the above)

Parking

Parking for the above 200 personnel plus visitors and command vehicles should be present. For planning purposes a minimum of 300 parking spaces should be available. Parking / staging area spaces for five 1-1/2 ton trucks that can be secured parking spaces from the public within ¼ mile of the ICP

Electricity

Power demands at command posts are heavy. Computers, cell phones, and radios are becoming standard equipment for responders. Each person in the command post will likely have need for at least one outlet, or a total of 200 outlets. The facility should have at least 100 outlets available for support 200+ outlets. Power strips can decrease the number of building outlets provided the electrical supply is adequate for the load. Estimated power load may exceed 400 amps (48 kilowatts).

Communication

Telephones - Telephones are critical. For planning purposes one phone line for every two people in the command post is used or 100 lines. Some of these phones should be designated "incoming only".

Computers - Facility set up for T1 bandwidth capabilities with iBHAN or similar computer networking connection ability. Facility should be set up with wireless routers (preferred) and hardwiring to support 100 computers and 25 printer/plotters/FAX machine. There will be one computer for each of the Command Staff and key ICS positions. It is estimated that there will be one computer for each 4 staff positions.

Radio – ICP facility should have the ability to install temporary VHF radio antennas, HAM Radio and CB radio antennas

Air OPS

Air over flights will be a normal part of the incident response daily routine. Helicopter landing areas should be in close proximity (recommend within ½ mile) to the command post. This will reduce staff and unified commanders' travel time to and from over flights.

Security

A security control station will be needed, along with sufficient security personnel to control access to the command center and associated peripheral equipment/facilities. The security personnel will be scheduled for 24 hour coverage, with shifts not to exceed 8 hours. There should be enough security personnel to allow a one day rest period each 7 work days. There should be enough security personnel to allow a 30 minute rest period every 2 hours.

The Security Manager (SECM) is responsible for providing safeguards needed to protect personnel and property from loss or damage.

- The major responsibilities of the SECM are:
- Establish contacts with local law enforcement agencies, as required.
- Contact the Resource Use Specialist for crews or Agency Representatives to discuss any special custodial requirements that may affect operations.
- Request required personnel support to accomplish work assignments.
- Ensure security of classified material and/or systems.
- Ensure that support personnel are qualified to manage security problems.
- Develop Security Plan for incident facilities.
- Adjust Security Plan for personnel and equipment changes and releases.
- Coordinate security activities with appropriate incident personnel.
- Keep the peace, prevent assaults and settle disputes through coordination with Agency Representatives.
- Prevent theft of all government and personal property.
- Document all complaints and suspicious occurrences.
- Maintain Unit Log (ICS 214-CG).

There will be a Security Plan established for the specifics of the Incident site and Command Post

Command Post access control – sufficient security personnel to control access thru all door and portals allowing access to all CP facilities. Security personnel shall also be assigned to all critical communications equipment facilities if not inside the CP secured area.

Peripheral Equipment and Facilities access control - sufficient security personnel to control access all areas containing USCG support equipment and facilities not in the main CP Area

Parking security access control - sufficient security personnel to control access to all parking areas used by USCG, Contractor support and Volunteer Support

Weapons Security - security personnel will be provided to the area used to store USCG weapons and ammunition. This area shall be equipped with a "Weapons Clearing" device.

Support Facility Requirements

- Sanitary Facilities - Provisions should be made to accommodate the 200 ICS staff on site around the clock.
- Berthing Facilities – Hotel / Motel facilities available for 300 personnel within 5 miles of the ICP. Refer to Section 9270.
- Sanitation Facilities - Sanitary facilities to support 200 personnel 24 hours per day. Can be supported by portable rental facilities. Refer to Section 9270.
- Potable Water - Drinking water available for 200 personnel 24 per day. Site needs adequate supply of potable water or can be supplemented by contracted source. Refer to Section 9270.
- Refuse Disposal - Adequate trash disposal facilitates for 200 personnel. Refer to Section 9270.
- Airport facilities - Distance to nearest municipal airport should be known. Refer to Section 9270.
- Dining Facilities – Adequate commercial Dining Facilities for the 250 ICS staff within 5 miles of the ICP. Refer to Section 9270.
- Incident Command Post Options

For a list of possible command post locations refer to section 9250.

5224 Field Branch Post

When establishing a Field Branch Post the following should be considered:

- Property owner
- Utility activation:
 - Electric: Center Point Energy (Refer to Section 9240)
 - Telephone: Southwestern Bell (Refer to Section 9240)
- Plan for period before utility activation with portable generators, cellular telephones, and VHF radios.
- Mobile command post delivery
- Hard surface road with adequate parking
- Helicopter landing area
- Accessibility to the waterway
- Proximity to the actual incident

For field command posts, either modular buildings (portable) or motor homes (RV) can be used. Many of the cleanup contractors, major oil companies, and response agencies have ready response mobile command posts available. One advantage of motor homes is they allow the command post to be easily moved as the oil spill response changes.

5224.1 Potential Branch Post Sites

For the following Branch Post Sites, Sector Houston-Galveston IMD will be identifying appropriate points of contacts and phone numbers for whom to call to activate these sites. Expected completion of this work will be in time for the 2014 updates to this Plan.

Galveston Channel Area

Pier 14 – Contact Galveston Wharves Board

Texas City Area

Entrance to Texas City Dike

Freeport Area

USCG STA Freeport

Middle Galveston Area

Eagle Point Marina, San Leon, TX

Upper Galveston Bay Area

Barbour's Cut Terminal

Sylvan Beach Pavilion: Trinity Bay Area

Trinity Bay Area

Crawley Bait Camp

East Galveston Bay Area

County Park at Rollover Pass

Houston Ship Channel

City Docks, Port of Houston Authority

Chocolate Bayou Area

5225 Port/Dock Facilities/Capacities

As applicable, ensure coordination with impacted and potentially impacted facilities and vessels involved in an incident where resources may be available to assist in mitigating further damage people, the environment, and property.

5226 Staging Areas

See Section 3500 and 9250.

5227 Airports/Heliports

See Section 9260.

5228 Temporary Storage and Disposal Facilities (TSDs)

See Section 9240.

5229 Maintenance and Fueling Facilities (land/water)

See Section 9270.

5210 Fish and Wildlife Response Facilities and Resources

See Section 9240.

5230 Ground Support

5231 Ground Support Leader

The Ground Support Unit Leader (GSUL) is primarily responsible for ensuring: repair of primary tactical equipment, vehicles, mobile ground support equipment and fueling services; transportation of personnel, supplies, food and equipment in support of incident operations; recording all ground equipment usage time, including contract equipment assigned to the incident; and implementing the Traffic Plan for the incident.

The major responsibilities of the GSUL are:

- Participate in Support Branch/Logistics Section planning activities.
- Develop and implement the Traffic Plan.
- Support out-of-service resources.
- Notify the Resources Unit of all status changes on support and transportation vehicles.
- Arrange for and activate fueling, maintenance and repair of ground resources.
- Maintain Support Vehicle Inventory and transportation vehicles (ICS-218).
- Provide transportation services IAW requests from the LSC or SUBD.
- Collect use information on rented equipment. Requisition maintenance and repair supplies, e.g., fuel, spare parts.
- Maintain incident roads. Submit reports to SUBD as directed.
- Maintain Unit Log (ICS 214-CG).

5232 Vehicle Sources

Additional vehicles can be obtained through rental companies for short term events and, on special occasions, through the General Services Administration (GSA).

5233 Maintenance and Equipment Manager

The Equipment Manager (EQPM) provides service, repair and fuel for all apparatus and equipment; provides transportation and support vehicle services; and maintains records of equipment use and service provided.

The major responsibilities of the EQPM are:

- Obtain the IAP to determine locations for assigned resources, Staging Area locations and fueling and service requirements for all resources.
- Obtain necessary equipment and supplies.
- Provide maintenance and fueling according to schedule.
- Prepare schedules to maximize use of available transportation.
- Provide transportation and support vehicles for incident use.
- Coordinate with AREP on service and repair policies, as required.
- Inspect equipment condition and ensure coverage by equipment agreement.

- Determine supplies (e.g., gasoline, diesel, oil and parts needed to maintain equipment in an efficient operating condition) and place orders with the Supply Unit.
- Maintain Support Vehicle Inventory (ICS-218).
- Maintain equipment rental records.
- Maintain equipment service and use records.
- Check all service repair areas to ensure that all appropriate safety measures are being taken.
- Maintain Unit Log (ICS 214-CG).

5240 Vessel Support

5241 Vessel Support Unit Leader

The Vessel Support Unit Leader (VESL) is responsible for implementing the Vessel Routing Plan for the incident and coordinating transportation on the water and between shore resources. Since most vessels will be supported by their own infrastructure, the vessel Support Unit may be requested to arrange fueling, dockage, maintenance and repair of vessels on a case-by-case basis.

The major responsibilities of the VESL are:

- Obtain a briefing from the SUBD or the LSC.
- Participate in Support Branch/Logistics Section planning activities.
- Coordinate development of the Vessel Routing Plan.
- Coordinate vessel transportation assignments with the Protection and Recovery Branch or other sources of vessel transportation.
- Coordinate water-to-land transportation with the Ground Support Unit, as necessary.
- Maintain a prioritized list of transportation requirements that need to be scheduled with the transportation source.
- Support out-of-service vessel resources, as requested.
- Arrange for fueling, dockage, maintenance and repair of vessel resources, as requested.
- Maintain inventory of support and transportation vessels.
- Maintain Unit Log (ICS 214-CG).

5242 Boat Ramps/Launching Areas

Refer to Section 3520 for accessible boat ramp/launch information listed within pre-identified staging areas. Additionally, refer to the Geographic Response Plan for specific boat ramp information found within the pre-established ICS form 204 work assignment information sheets.

5243 Vessel/Boat Sources

See Section 9270.

5244 Maintenance

Coordinate with vessel owners or vessel sources found in Section 9270 for applicable new or contracted maintenance resources.

5300 Service

5301 Service Branch Director

The major responsibilities of the Service Branch Director are:

- Obtain work materials from Logistics Kit.
- Identify Service Branch personnel dispatched to the incident.
- Determine initial support operations in coordination with Logistics Section Chief and Support Branch Director.
- Prepare initial organization and assignments for support operations.
- Determine resource needs.
- Maintain surveillance of assigned unit work progress and inform Logistics Section Chief of activities.
- Resolve problems associated with requests from Operations, Planning, and Logistics Section.
- Maintain Unit Activity Log (ICS 214).

5310 Medical

5311 Medical Unit Leader

The Medical Unit Leader (MEDL), under the direction of the Service Branch Director or Logistics Section Chief, is primarily responsible for the development of the Medical Emergency Plan, obtaining medical aid and transportation for injured and ill incident personnel, and preparation of reports and records. The Medical Unit may also assist Operations in providing medical care and assistance to civilian casualties resulting from the incident but is not intended to provide medical services to the public.

The major responsibilities of the Medical Unit Leader are:

- Obtain briefing from Service Branch Director or Logistics Section Chief.
- Participate in Logistics Section/Service Branch planning activities.
- Determine level of emergency medical activities prior to activation of Medical Unit.
- Activate Medical Unit.
- Prepare the Medical Emergency Plan (ICS form 206).
- Prepare procedures for major medical emergencies.
- Declare major medical emergencies as appropriate.
- Respond to requests for medical aid.
- Respond to requests for medical transportation.
- Respond to requests for medical supplies.
- Prepare medical reports and submit as directed.
- Maintain Unit/Activity Log (ICS form 214).

5312 Responder Rehabilitation Manager (REHAB)

The REHB reports to the Medical Unit Leader and is responsible for the rehabilitation of incident personnel who are suffering from the effects of strenuous work and/or extreme conditions.

The major responsibilities of the REHAB are:

- Designate the responder rehabilitation location and have the location announced on the radio with radio designation "Rehab".
- Coordinate with MEDL to request necessary medical personnel to evaluate the medical condition of personnel being rehabilitated.

- Request necessary resources for rehabilitation of personnel, e.g., water, juice, personnel.
- Request food through the Food Unit or LSC, as necessary, for personnel being rehabilitated.
- Release rehabilitated personnel for reassignment.
- Maintain appropriate records and documentation.
- Maintain Unit Log (ICS 214-CG).

5313 Medical Facilities

See Section 9270

5314 Ambulance/EMS Services

See Section 9270

5320 Food

5321 Food Unit Leader

The Food Unit Leader (FDUL), under the direction of the SVBD or LSC is responsible for determining nutritional feeding requirements for all incident facilities, menu planning, determining cooking facilities required, food preparation and serving, providing potable water, and general maintenance of the food service area.

The major responsibilities of the FDUL are:

- Obtain briefing from Service Branch Director or Logistics Section Chief.
- Determine location of working assignment and number and location of personnel requiring meals.
- Determine appropriate menu and service options.
- Obtain necessary equipment and supplies to operate food service facilities.
- Set up Food Unit equipment.
- Prepare menus to ensure incident personnel receive well balanced meals.
- Ensure that sufficient potable water is available to meet all incident needs.
- Ensure that all appropriate health and safety measures are taken.
- Supervise cooks and other Food Unit Personnel.
- Maintain an inventory of food stock.
- Coordinate stock deliveries and check-in.
- Provide Supply Unit Leader food supply orders.
- Maintain Unit/Activity Log (ICS 214).

5322 Catering/Messing Options

See Section 9270

5330 Communications

5331 Communications Unit Leader

The Communications Unit Leader (COML) is responsible for developing plans for the effective use of incident communications equipment and facilities; installing and testing of communications equipment; supervision of the Incident Communications Center; distribution of communications equipment to

incident personnel; and the maintenance and repair of communications equipment.. Review Unit Leader responsibilities.

The major responsibilities of the COML are:

- Determine Unit personnel needs.
- Prepare and implement the Incident Radio Communications Plan (ICS 205-CG).
- Ensure the Incident Communications Center and the Message Center is established.
- Establish appropriate communications distribution/maintenance locations within the Base.
- Ensure communications systems are installed and tested.
- Ensure an equipment accountability system is established.
- Ensure personal portable radio equipment from cache is distributed per Incident Radio Communications Plan.
- Provide technical information as required on:
 - Adequacy of communications systems currently in operation.
 - Geographic limitation on communications systems.
 - Equipment capabilities/limitations.
 - Amount and types of equipment available.
 - Anticipated problems in the use of communications equipment.
- Supervise Communications Unit activities.
- Maintain records on all communications equipment as appropriate.
- Ensure equipment is tested and repaired.
- Recover equipment from Units being demobilized.
- Maintain Unit Log (ICS 214-CG).

5332 Incident Dispatcher (INCM)

The INCM is responsible for receiving and transmitting radio and telephone messages among and between personnel and to provide dispatch services at the incident.

The major responsibilities of the INCM are:

- Ensure adequate staffing.
- Obtain and review the IAP to determine the incident organization and Incident Radio Communications Plan.
- Set up Incident Radio Communications Center; check-out equipment.
- Request service on any inoperable or marginal equipment.
- Set-up Message Center location, as required.
- Receive and transmit messages within and external to the incident.
- Maintain files of ICS-210 and General Messages (ICS 213-CG).
- Maintain a record of unusual incident occurrences.
- Provide a briefing to relief personnel on:
 - Current activities.

- Equipment status.
- Any unusual communications situations.
- Turn in appropriate documents to the Communications Unit Leader.
- Demobilize the Communications Center in accordance with the Incident Demobilization Plan.
- Maintain Unit Log (ICS 214-CG).

5333 Communications Plan

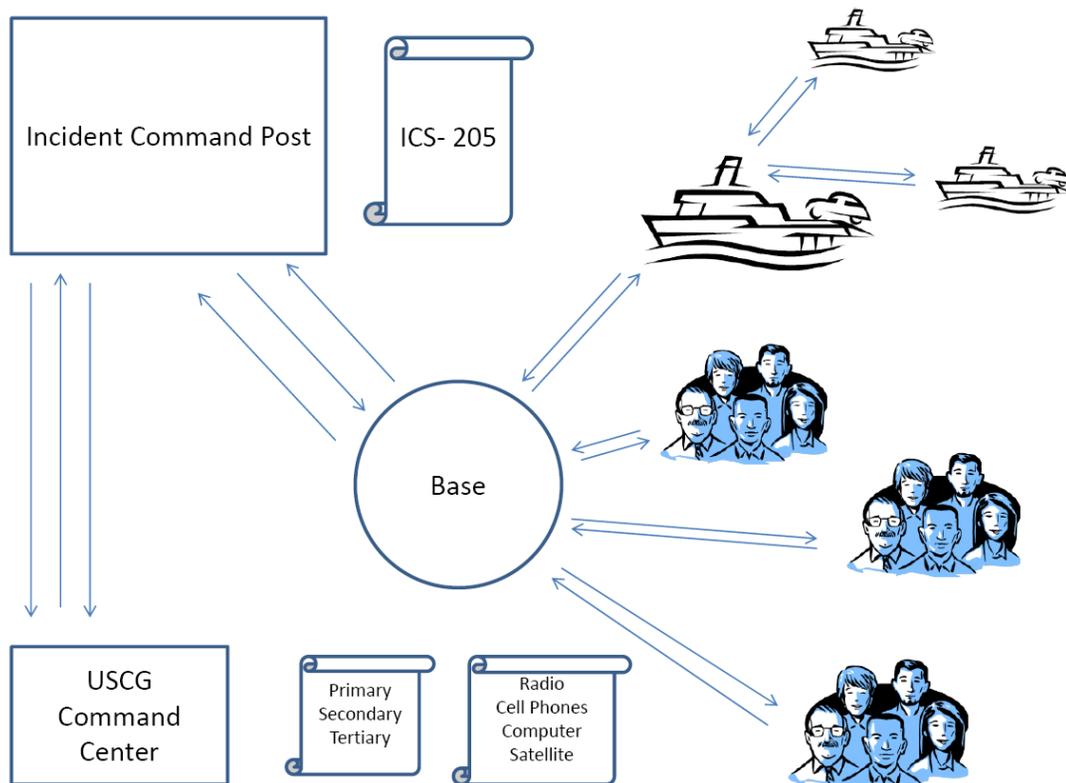
An effective communications plan is critical to incident management. Without communications, you directly jeopardize the safety of our teams and responders on-scene.

5333.1 Development of an Effective Communications Plan

Fill out an ICS Form 205 (Modify this form based on the size/scale of the incident)

Incorporate communications already “in-use” at the start of the incident. Incorporate additional Communications frequencies and numbers provided within this ACP (Section 5400) or as provided by other agencies who are supporting the incident.

CONNECT the DOTS! Identify each element engaged in the response, and identify primary, secondary, and even tertiary means of communication between those entities.



For example:

5333.2 Best Practices Communications Plan

Communications Schedule. Include a communications schedule within the 205. Particularly, the communications schedule should be aligned with the ICP meeting schedule to ensure that **incident updates** and **critical threshold reporting requirements** are provided in a timely manner. This communications schedule may also incorporate **communication's tests** among all of the different entities.

Disclosure concerns. Ensure you are aware of the information that you are disclosing within the Command Post, and with the public. Do not post cell phones or communications to anyone outside of the Command Post. Be cautious of discarded documents and of photography where communications material may become available outside of the Command Post.

Communications Support. It is critical that the Communications Plan is constructed with the assistance of base, facility, staging, and IT management. Bandwidth, equipment, and backup support must all be in place in order to ensure proper communications support is available for a given incident.

5340 Information Technology Support

5341 Information Technology Unit Leader

The Information Technology Unit Leader (ITUL) is responsible for developing plans for the effective use of information technology, to include equipment and facilities; installing and testing of computers and support equipment; supervision of the central hardware components; distribution of computer and other IT equipment to incident personnel; and the maintenance and repair of computer and IT equipment. Review Unit Leader responsibilities.

The major responsibilities of the ITUL are:

- Determine Unit personnel needs.
- Prepare and implement an Information Technology Plan.
- Ensure the appropriate bandwidth, server, and central harddrive capabilities are on-hand.
- Establish appropriate computer and IT distribution/maintenance locations within the Base, Command Post, and other identified remote locations.
- Ensure computer systems and applicable hardware are installed and tested.
- Ensure an equipment accountability system is established.
- Ensure personal portable computer equipment from cache is distributed per Information Technology Plan.
- Provide technical information as required on:
 - Adequacy of computer systems currently in operation.
 - Geographic limitation on computer systems and programs.
 - Equipment capabilities/limitations.
 - Amount and types of equipment available.
 - Anticipated problems in the use of computer equipment.
- Supervise Information Technology Unit activities.
- Maintain records on all computer equipment as appropriate.
- Ensure equipment is tested and repaired.
- Recover equipment from Units being demobilized.

- Support and integrate deployed IT equipment, to include computers, programs, and supporting equipment and personnel.
- Maintain Unit Log (ICS 214-CG).

5400 Communications Capabilities and Frequencies

5410 Coast Guard Communications Capabilities

Sector Houston-Galveston has VHF radio communications (Figure 1) capabilities via various repeater high sites located in the area as noted in Figure 4.

5411 Gulf Strike Team Command Trailer

The Gulf Strike Team has a Communication/Mobile Command Post trailer with various VHF and UHF radio and multiple telephone lines. This resource may be requested via Sector Houston-Galveston or by contacting (251) 441-6601.

5412 Communication Frequencies

USCG Monitored Frequencies (Updated: January 2013)			
Channel	Frequency	Use	Remarks
5A	156.25	Vessel Traffic Service (VTS)	Used for vessel check-in
6	156.3	Ship-to-Ship Safety	Use for Ship-to-Ship safety and Search and Rescue
11	156.55	Vessel Traffic Service (VTS)	Use to communicate with VTS from Houston Turning Basin to Exxon Baytown
12	156.6	Vessel Traffic Service (VTS)	Use to communicate with VTS from Exxon Baytown to sea buoy including Texas City ship channel, Galveston ship channel and intra coastal waterway
13	156.65	Bridge to Bridge	Message must be about ship navigation
16	156.8	International Distress, Safety, and Calling	Only for hailing and distress
21A	157.5	Vessel Traffic Service (VTS)	
22A	157.1	USCG Liaison & Maritime	Use this Channel to talk to Coast Guard
23A	157.05	U. S. Coast Guard Only	
81A	157.075	Sector Houston-Galveston, MSU Texas City	Use this Channel to talk to Unified Command at Sector Houston-Galveston

Gulf of Mexico Handheld Radio Frequency Assignments						
Channel	Band	Receive	Transmit	TPL	Application	Description
1	VHF	150.980	154.585	103.5	Operations Network (repeated)	Ops to Field Ops
2	VHF	150.98	150.98	103.5	Operations Talk Around	
3	VHF	159.480	159.445	103.5	Command Network (repeated)	ICS/Staff/Ops
4	VHF	159.480	159.480	103.5	Command Talk Around	
5	VHF	open	open		Shoreline Cleanup div 1	Apply to FCC for Temporary authorization
6	VHF	open	open		Shoreline Cleanup div 2	
7	VHF	open	open		Company Specific Business	
8	VHF	open	open		Company Specific	

Gulf of Mexico Handheld Radio Frequency Assignments						
Channel	Band	Receive	Transmit	TPL	Application	Description
					Business	
9	VHF	156.450	156.450		Marine 9	John Boats
10	VHF	156.500	156.500		Marine 10	Near shore
11	VHF	156.900	156.900		Marine 18A-On water div 1	Commercial
12	VHF	156.950	156.950		Marine 19A-On water div 2	Commercial
13	VHF	156.975	156.975		Marine 79A-On water div 3	Commercial
14	VHF	157.025	157.025		Marine 80A-On water div 4	Commercial
15	VHF	156.925	156.925		Marine 78A	Intership/Command Vessel
16	VHF	156.800	156.800		Marine 16A	Distress, Safety, Calling
*1	UHF	454.00	459.000	103.5	Logistics Net/Command	
*2	UHF	454.000	454.000	103.5	Logistics/Tactical	
* On Dual Band VHF/UHF Radios Recommend Channels 1-16VHF and 17&18 UHF						

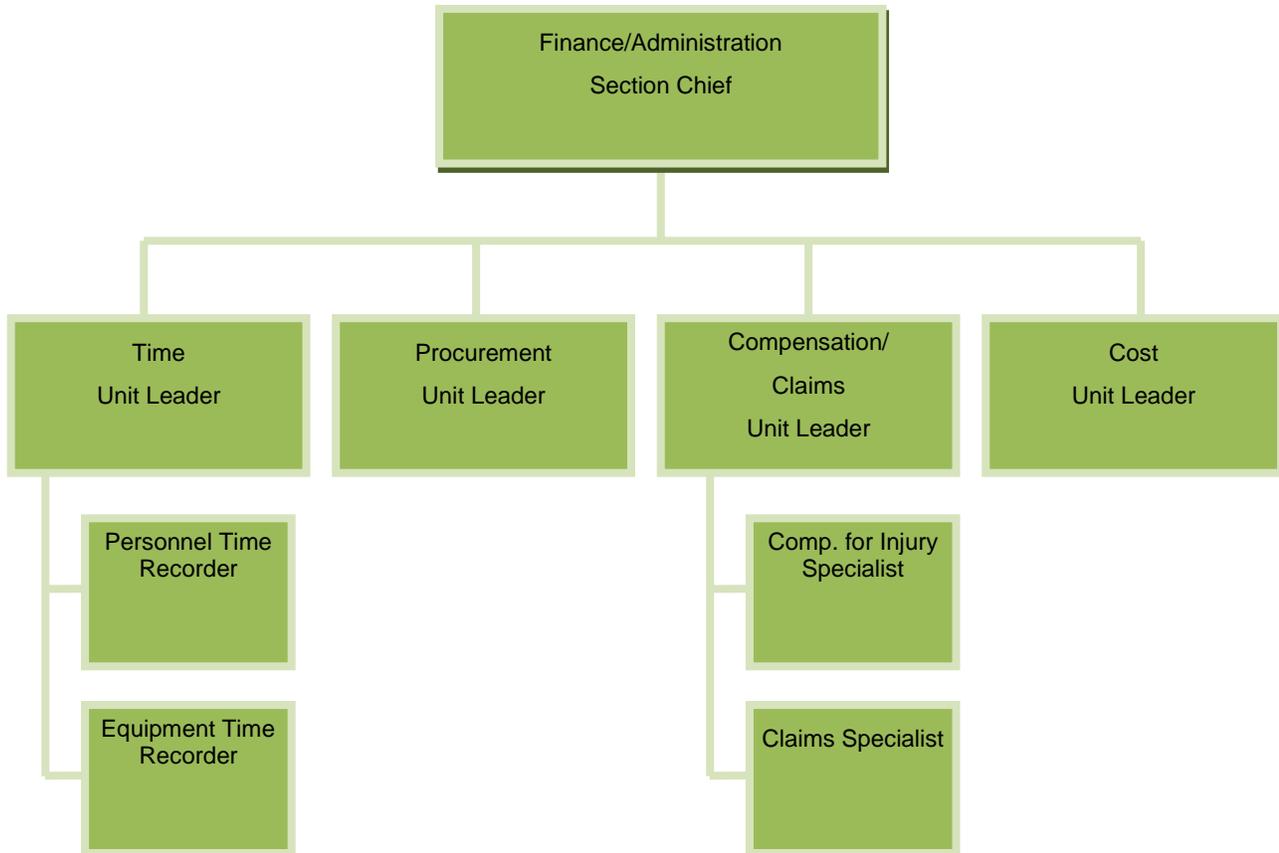
TGLO - Handheld Radio Frequency Assignments					
Channel	Band	Receive	Transmit	TPL	Name
1	UHF	454	459	103.5	Log-net
2	UHF	459	459	103.5	Log T/A
3	VHF	158.445	158.445	103.5	OSV-1
4	VHF	159.48	159.48	103.5	OSV-1T
5	VHF	150.98	154.585	103.5	OSV-2
6	VHF	150.98	150.98	103.5	OSV-2T
7	VHF	156.3	156.3		Marine-6
8	VHF	156.8	156.9		Marine-16
9	VHF	157.05	157.05		Marine 21A
10	VHF	157.1	157.1		Marine 22A
11	VHF	157.15	157.15		Marine 23A
12	VHF	157.075	157.075		Marine 81A

TGLO - Handheld Radio Frequency Assignments					
Channel	Band	Receive	Transmit	TPL	Name
13	VHF	157.175	157.175		Marine 83A
14	UHF	466.0625	466.0625	103.5	GLO 1
15	UHF	466.0875	466.0875	103.5	GLO 2
16	VHF	162.4			Weather 1
17	VHF	162.425			Weather 1
18	VHF	162.475			Weather 1
19	VHF	162.55			Weather 1

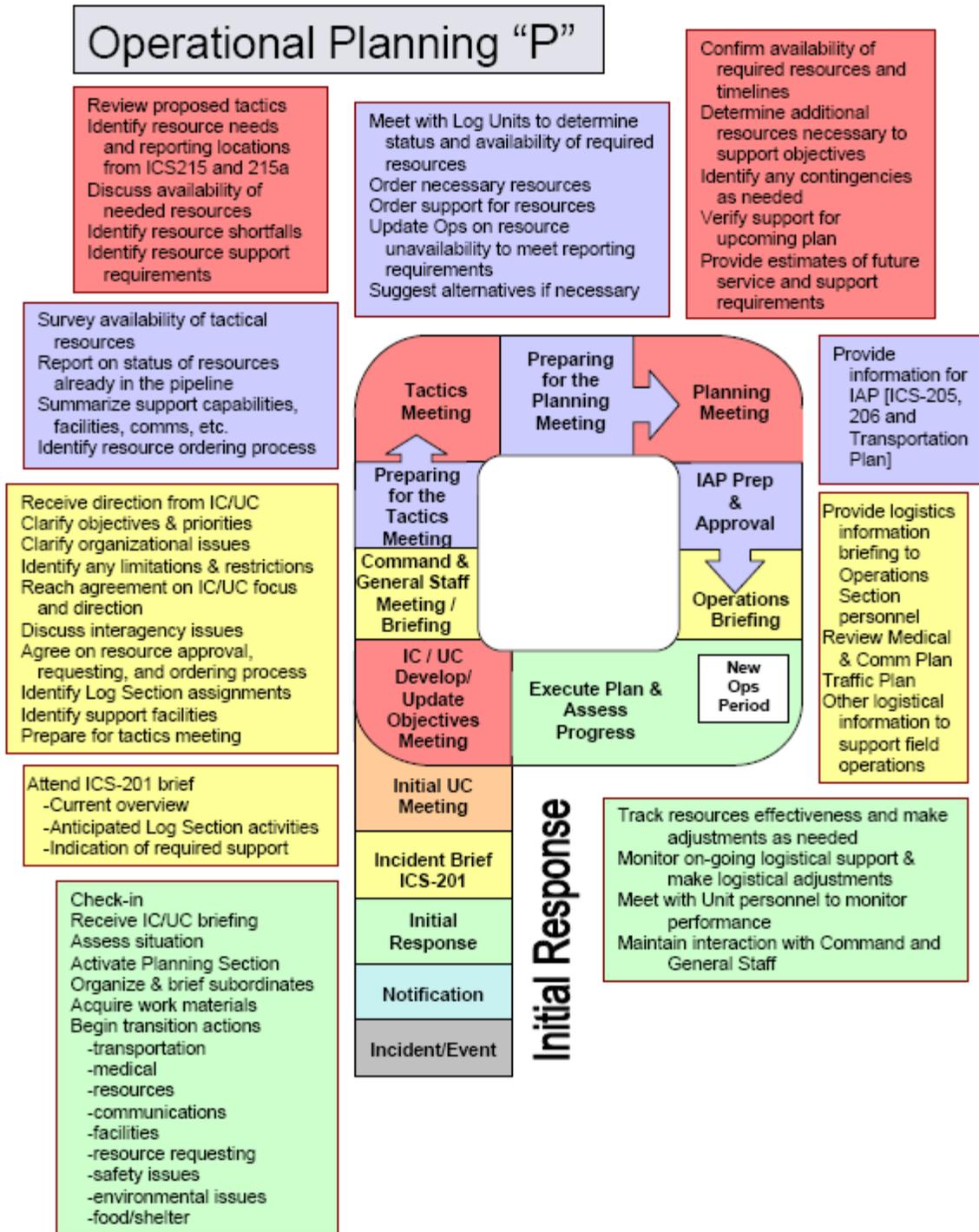
USCG VHF-FM High Sites (Updated January 2013)				
High Site	Latitude	Longitude	Control	Height FT
(A)Caney Creek	28-50-40 N	95-39-28.9 W	Sector Hou-Galv	476
(B) Baytown	29-46-6.9 N	95-01-4.6 W	Sector Hou-Galv	582
(C)High Island	29-33-56.9 N	94-23-19.2 W	Sector Hou-Galv	385
(D)Pecan Island	29-38-30.8 N	92-25-34.6 W	Sector Hou-Galv	480
(E)Grand Chenier	29-46-22.7 N	92-59-10.1 W	Sector Hou-Galv	485
(F)Liverpool	29-17-17.0 N	95-13-54.0 W	Sector Hou-Galv	1996
(G)Johnson Bayou	29-45-59.9 N	93-42-50.6 W	Sector Hou-Galv	330
(H)Galveston	29.20.075N	094.46.210W	VTS Hou-Galv	155
(I)Houston	29.43.780N	095.15.440W	VTS Hou-Galv	145
(J) Morgans Point	29.40.785N	094.59.000W	VTS Hou-Galv	170
(K) Lynchburg Ferry	29.45.989N	095.04.565W	VTS Hou-Galv	170
(L)Lake Charles	30-14.00N	93-04.45w	MSU Port Arthur	500
(M)Port Bolivar	29.23.45N	95-44.10w	MSU Texas City	540
(N)Port Neches	29-58.45N	93-55.50w	MSU Port Arthur	500

6000 FINANCE/ADMINISTRATION

6100 Finance/Administration Section Organization



o Figure 6-1 – Finance/Admin Section



o Figure 6-2 – Planning Cycle

6110 Finance/Administration Section Chief

The Finance/Administration Section Chief, a member of the General Staff, is responsible for all financial and cost analysis aspects of the incident and for supervising members of the Finance/Administration section.

The major responsibilities of the Finance/Administration are:

- Manager all financial aspects of an incident.
- Attend briefing with responsible agency to gather information.
- Attend planning meetings to gather information on overall strategy.
- Determine resource needs.
- Develop an operating plan for Finance/Administration functions.
- Prepare work objectives for subordinates, brief staff, make assignments, and evaluate performance.
- Inform members of the Unified Command and General Staff when Section is fully operational.
- Review operational plans and provide alternatives where financially appropriate.
- Determine the need to set up and operate an incident commissary.
- Meet with assisting and cooperating agency representatives as required.
- Provide input in all planning sessions on financial and cost analysis matters.
- Provide financial and cost analysis information as requested.
- Maintain daily contact with agency(s) administrative headquarters on finance matters.
- Ensure that all personnel time records are transmitted to home agencies according to policy.
- Participate in all demobilization planning.
- Ensure that all obligation documents initiated at the incident are properly prepared and completed.
- Brief agency administration personnel on all incident related business management issues needing attention and follow-up prior to leaving incident (ICS 214).
- Maintain Unit Log (ICS 214-CG).

6200 Finance and Resource Management Field Guide

Refer to the "U. S. Coast Guard Federal On Scene Coordinator's (FOSC) Finance and Resource Management Field Guide" for requirements and policies concerning contracting and financial management of oil and hazardous substance response activities. <http://www.uscg.mil/ccs/npfc/>

6210 Oil Pollution Act

The Oil Pollution Act of 1990 (OPA '90) became law on 18 August 1990 in response to the need for legislation to govern the discharge of oil into the navigable waters, adjoining shoreline, and "Exclusive Economic Zone" of the United States. The OSLTF was designated as a funding source to carry out the statute and its administration and management was delegated to the USCG. In response to this, the Commandant established the NPFC on 20 February 1991. The NPFC is an independent USCG Headquarters Unit reporting directly to the Chief of Staff.

6211 OSC Access

6211.1 Oil Spill Liability Trust Fund

The Oil Spill Liability Trust Fund (OSLTF) was established under provisions of OPA '90. The primary purpose of this fund is to provide a source of financing for the Federal Government's removal and monitoring costs after an oil discharge occurs or when an oil discharge threatens to occur. The OSLTF may be accessed when cleanup is deemed feasible and when any of the following conditions exist:

- The discharger is unknown,
- The discharger does not initiate a prompt and/or proper cleanup,
- The discharger is unwilling to undertake necessary response actions, or
- USCG monitoring costs (authorized expenses) exceed \$500 in incremental costs.

For federally funded cleanups, the USCG will seek cost recovery from the responsible party for payment of all cleanup costs in order to reimburse OLSTF. The OSLTF is available for:

- All removal costs consistent with the NCP,
- Cost incurred by trustees for assessing damage to natural resources and developing and implementing restoration, rehabilitation, replacement, and acquisition plans,
- Economic damages,
- Immediate removal funds for states up to \$250,000 per spill, and
- Administrative, operational and personnel costs associated with OPA '90.

6211.2 OSLTF Policies

Discovery, assessment, notification, and certain USCG monitoring expenses are considered normal operating expenses of the USCG and are not reimbursable by OLSTF. OLSTF should be used/accessed whenever the incremental costs incurred after the assessment phase exceed \$500. In those circumstances, even if the responsible party is conducting the cleanup and no contract costs are anticipated, the FOOSC can get a Federal Project Number (FPN) and ceiling. In these cases, the MSU/Sector should document all costs, personnel hours, equipment usage, aircraft over flights, vehicle usage, etc. The OLSTF should not pay for Search and Rescue (SAR), firefighting, or costs attributable to other USCG mission areas, unless those costs are incidental to a primary objective of response to a pollution incident.

The OLSTF provides for reimbursement for the following out of pocket expenditures in excess of \$500, when authorized by the FOOSC:

Travel and per diem costs,

The cost of hiring additional personnel to monitor responsible party cleanup efforts,

Expendable items and replacement of equipment used solely for the response effort and then disposed of afterwards,

Fuel costs for vehicles, boats, cutters or aircraft, and

Additional operating and/or maintenance costs for vehicles, boats, cutters, or aircraft used in the monitoring effort.

When the USCG initiates federal removal operations, all expenses, including those mentioned above, are recoverable from the discharger.

As a general rule, the OLSTF shall not be used for response to hazardous substance material incidents. The CERCLA Trust Fund will be used for hazardous substance response.

To ensure proper use of the OSLTF, the following USCG policies apply:

The OSLTF may not be accessed for the removal of pollutants discharged from a vessel or facility owned or operated by the US. When the discharge is from an unknown or non-federal source and impacts federal lands or property, the OSLTF may be used. The OSLTF may also be used for damages to natural resources, including the cost of any damage assessment,

No agency's expenses are reimbursable unless a federal removal activity has been declared, the OSLTF has been activated, and those agency services have been requested by the FOSC,

Salaries of USCG Reserve personnel are reimbursable,

The Oil or CERCLA Fund may be used to procure non-expendable equipment when the FOSC determines that it is necessary for the removal,

Federal and state agencies are entitled to replacement or repair costs for non-expendable equipment damaged while under the administrative control of the FOSC, provided the damage did not occur as a result of negligence on the part of the parent agency or its appointed agent.

6211.3 Reimbursable Activities

The following types of removal costs incurred by federal or state agencies and authorized by the FOSC may be reimbursed from the Fund:

Costs incurred by government industrial facilities, including charges for overhead,

Actual costs for which an agency is required or authorized by law to obtain full reimbursement, and

Costs incurred during removal activities not normally funded by regular appropriations, including:

- Transportation costs incurred in delivering equipment to and from the scene,
- Travel and per diem for the FOSC and personnel required to deploy and maintain federally owned equipment,
- Replacement costs for expendable materials provided and utilized, including fuel for vessels, aircraft, or vehicles used at the FOSC's request in support of response activities,
- Supplies, materials, and minor equipment procured specifically for recovery activities,
- Incremental operating and contract costs incurred in providing assistance to the FOSC,
- Rental costs, as approved by the parent agency, for non-expendable removal and support equipment including the refurbishment, repair, and replacement costs,
- Salaries of personnel not routinely part of response efforts but specifically requested by the FOSC (including USCG Reservists called to active duty to assist in supervising federal removal activities), and
- Travel and per diem for RRT members to attend meetings specifically convened to provide FOSC support during federally funded oil discharge removal.

6212 State Access

Provisions of the OPA '90 specify procedures by which the governor of a state can request payments of up to \$250,000 from the OSLTF. This money can be used for removal costs of an oil discharge or for the mitigation or prevention of a substantial threat of an oil discharge. Information can be found in 33 CFR 133-OSLTF; State Access.

Procedures for accessing the OSLTF, requirements for documenting expenses, investigation requirements, and how to submit documentation for reimbursement are found in the state access section of Chapter 5 of the NPFC User Reference Guide.

6213 Trustee Access

A non-federal trustee such as a state official may request funding for the immediate removal of a discharge or the mitigation or prevention of a substantial threat of a discharge of oil.

The NPFC administers the OSLTF. 33 CFR 133 implements section 1012(d)(1) of OPA '90 whereby the governor of a state or the designated state official may request funding for removal costs consistent with the National Contingency Plan not to exceed \$250,000 per incident.

6220 CERCLA

CERCLA funds may be used when the following conditions exist:

The material is a hazardous substance, pollutant, or contaminant that may present an imminent and substantial danger to the public health or welfare,

The material is released, or there is a substantial threat of release, into the environment, and

The responsible party is not taking proper removal actions. The FOSC is authorized and responsible for assessing releases of any size and initiating response actions whenever a release requires a federal removal action. The reportable quantity of a substance has no bearing on the USCG's authority to respond under CERCLA. Response authority exists whenever there is a quantity released or threatened to be released into the environment.

6221 OSC Access

The FOSC will use CERCLA fund to pay removal costs when the responsible party does not conduct proper removal actions, or is unknown, and immediate removal is necessary. A Notice of Federal Assumption should be issued if the polluter is known. For those incidents involving vessels, the Notice of Federal Assumption should also cite FWPCA 311I if both statutes apply.

Although there are some situations where the OSLTF could also be used to fund removal costs, the USCG and EPA have agreed that, whenever possible, CERCLA will be used for hazardous substance response. In any case, the OSLTF should not be used for response to hazardous substance incidents without prior Commandant (G-MOR) approval.

Upon determining a federal removal is necessary, the FOSC must notify CCGD8(m) and NPFC of the estimated costs and obtain a CERCLA account number(s) and document control number(s). The FOSC must obtain a new document control number for each contract initiated for a response. If the obligated amount for a contract is increased at a later date, another document control number must be obtained to account for the increase.

CERCLA encourages state and local response actions and can be used to provide reimbursement for certain actions described in Section 111 of the law when certified by the FOSC. The EPA established policies that govern what specific costs are reimbursable. Any state that desires to enter into a contract or cooperative agreement to carry out response actions under CERCLA should be referred to the EPA.

6300 Cost

6310 Cost Unit Leader

The Cost Unit Leader (COST) is responsible for collecting all cost data, performing cost effectiveness analyses and providing cost estimates and cost saving recommendations for the incident.

- The major responsibilities of the COST are:
- Obtain a briefing from the FSC.
- Coordinate with agency headquarters on cost reporting procedures.
- Collect and record all cost data.
- Develop incident cost summaries.
- Prepare resources-use cost estimates for the Planning Section.
- Make cost-saving recommendations to the FSC.
- Ensure all cost documents are accurately prepared.

- Maintain cumulative incident cost records.
- Complete all records prior to demobilization.
- Provide reports to the FSC.
- Maintain Unit Log (ICS 214-CG).

6320 Cost Documentation Procedures, Forms & Completion Report

During the course of a government led removal operation, the FOSC is required to track expenses and project costs for recovery of expenses to the OSLTF and to facilitate judgments on proposed actions.

Any expenses incurred by a cooperative and responsive RP above their limit of liability may be claimed against the OSLTF for reimbursement. It is important that the Finance Section assure expenditures by the RP as well as by the government are reasonable and justifiable and in alignment with the goals and objectives of the NCP and this area plan. It may be difficult to track the RP's expenditures but lessons learned have shown it to be well worth the effort. The Finance Section Chief is responsible for periodically reporting on the status, nature, and trend of response expenditures to the Unified Command.

Where the response expenditures of the RP are questionable, and there is some probability that the RP's limit of liability will be reached, it is prudent for the FOSC to proactively communicate in writing to the RP their expectation for the scope of reasonable and justifiable response activities and expenditures.

For federal projects, or incidents where Federal funds are being used in conjunction with RP funds, it would be ideal for someone from the USCG with an FOSCR background to join the Cost Unit to be able to ensure proper tracking and processing of federal funds.

6321 USCG National Pollution Funds Center:

The primary resource for Cost Documentation, Cost Recovery, and Final Package preparation is the USCG National Pollution Funds Center (NPFC). The following link will provide you access to all of the guidance needed in order to satisfactorily complete all assigned duties with respect to cost documentation.

Website: USCG National Pollution Funds Center: <http://www.uscg.mil/npfc/>

Cost unit leaders and/or assigned USCG FOSCRs shall familiarize themselves with the resources and guidance provided on the USCG NPFC website. Though qualified FOSCRs are required to demonstrate competency in financial management procedures, due to the frequency of changes with respect to policies and regulations, it is critical for everyone to re-familiarize themselves with the content on this website prior to and during incident responses.

6322 FOSC Financial Management Checklist:

The FOSC Financial Management Checklist for Oil Spills & HAZMAT Releases is the immediate quick reference to be used for Cost Documentation and Recovery of Federal Funds.

Website: FOSC Financial Management Checklist:

<http://www.uscg.mil/npfc/docs/PDFs/urg/Ch2/CM01Form.pdf>

6323 Final Cost Documentation Case Package

As indicated in the FOSC Financial Management Checklist, final cost documentation packages shall be submitted to both NPFC and SILC. The following cover sheets describe the documents required to be submitted for each case package. Cost unit leaders or supporting personnel shall do their best to meet the requirements for each case package. Should modifications be necessary, it is encouraged to consult with an NPFC Case Officer

6323.1 NPFC Case Package Requirements

**FPN/ CPN Case Package
For
National Pollution Funds Center (NPFC)**

Step 1: Complete Financial Summary Report. Use the following order in assembling all case packages. Unit has 120 days to submit.

Item 1	Incident Report and Transmittal --List Enclosures below as appropriate --Signed by FOSC	Cover Page
Item 2	Coast Guard Dailies --Chronological order --For other CG units, support w/ aircraft "bluesheets", cutter logs, Strike Team TVS, ISR, etc. --Signed by FOSC, or designated representative	Encl: 1
Item 3	Copies of Message Traffic --Ceiling Messages w/any amendments, SITREP-POL, Strike Team launch message, NRC messages	Encl: 2
Item 4	Contractor Services Copies of Authorization to Proceed (ATP) letter and ATP message, delivery order (OF-347) w/any amendments, Certified Contractor Invoices—Do Not Send Dailies --If invoices still pending, submit report to NPFC w/ exceptions noted.	Encl: 3
Item 5	Other Government Agencies Resource Documentation	Encl: 4
Item 6	Hazardous Waste Manifests & Lab Results	Encl: 5
Item 7	PRFAs with Daily Resource Reports —Chronological order --Signed by Agency Rep	Encl: 6
Item 8	Out of Pocket Expenses --Support w/ documentation (receipts) -- Mark as "Out of Pocket Expense"	Encl: 7

Step 2: Forward Electronic Copy to NPFC. File Original with MER. If close to the 120-day deadline, email or fax an advance copy of the package w/FOSC signature to NPFC.

*NOTE: If a case is expected to last for several months, an interim report should be submitted at 30 day intervals. Each interim report should contain all original documentation up to the date being submitted and in the format specified above.

6323.2 SILC Case Package Requirements

FPN/CPN Case package For Shore Infrastructure Logistics Center (SILC)

- Step 1:** "Date-Stamp" Contractor Invoices Upon Receipt. The unit has **10 days** to forward invoices to SILC.
- Step 2:** Verify Contractor Invoices. All invoices (even for subcontractors) must be supported by Contractor Dailies. Get receipts for any purchases made.
- Step 3:** Certify Contractor's Invoices and Daily Logs. The FOSC Rep signs for the FOSC on each Contractor Daily. On the invoices, use certification stamp, then date and sign as certification for the FOSC.
- Step 4:** Assemble Certified Invoice Package. Use the following order in assembling all cases packages.

Item 1	Cover Letter --Noted discrepancies w/ Invoices --Prepare for FOSC or designated rep signature	<i>Original</i>
Item 2	BOA/Contract Release	<i>Original</i>
Item 3	Contractor's Invoice (Certified)	<i>Original</i>
Item 4	Contractor Dailies (Certified)	<i>Original</i>

- Step 5:** Submit via C-o-C for FOSC review & signature. Allow at least one full working day for this.
- Step 6:** Forward Electronic Copy to SILC. File Original with MER.

Cost documentation information collected by Coast Guard field units should be delivered to the NPFC in a timely manner. The Completion Report should be submitted by the FOSC within 30 days of the response completion. When unusual circumstances prevent collecting all Coast Guard cost documentation, the FOSC should submit a partial report and forward remaining documentation to the NPFC case officer within an agreed-upon schedule. Refer to Incident Management Handbook (IMH) Finance/Administration section.

6324 Forms

A description of forms essential for proper and complete cost documentation packages can be found in Section 4800.

6400 Time

6410 Time Unit Leader

The Time Unit Leader (TIME) is responsible for equipment and personnel time recording and for managing the commissary operations.

The major responsibilities of the TIME are:

- Determine incident requirements for time recording function.
- Determine resource needs.
- Contact appropriate agency personnel/representatives.
- Ensure that daily personnel time recording documents are prepared and in compliance with agency(s) policy.
- Establish time unit objectives.
- Maintain separate logs for overtime hours.
- Establish commissary operation on larger or longterm incidents, as needed.
- Submit cost estimate data forms to the Cost Unit, as required.
- Maintain records security.
- Ensure that all records are current and complete prior to demobilization.
- Release time reports from assisting agency personnel to the respective Agency Representatives prior to demobilization.
- Brief the FSC on current problems and recommendations, outstanding issues and follow-up requirements.
- Maintain Unit Log (ICS 214-CG).

6420 Equipment Time Recorder

Under supervision of the TIME, the Equipment Time Recorder (EQTR) is responsible for overseeing the recording of time for all equipment assigned to an incident.

The major responsibilities of the EQTR are:

- Set up the EQTR function in location designated by the Time Unit Leader.
- Advise Ground Support Unit, Vessel Support Unit, Facilities Unit and Air Support Group of the requirement to establish and maintain a file for maintaining a daily record of equipment time.
- Assist Units in establishing a system for collecting equipment time reports.
- Post all equipment time tickets within 4 hours after the end of each operational period.
- Prepare a use and summary invoice for equipment, as required, within 12 hours after equipment arrival at the incident.
- Submit data to TIME for cost effectiveness analysis.
- Maintain current posting on all charges or credits for fuel, parts and services.
- Verify all time data and deductions with owner/operator of equipment.
- Complete all forms according to agency specifications.
- Close out forms prior to demobilization.
- Distribute copies per agency and incident policy.
- Maintain Unit Log (ICS 214-CG).

6430 Personnel Time Recorder

Under supervision of the TIME, the Personnel Time Recorder (PTRC) is responsible for overseeing the recording of time for all personnel assigned to an incident.

The major responsibilities of the PTRC are:

- Establish and maintain a file for incident personnel time reports within the first operational period.
- Initiate, gather or update a time report from all applicable personnel assigned to the incident for each operational period.
- Ensure that all employee identification information is verified to be correct on the time report.
- Post personnel travel and work hours, transfers, promotions, specific pay provisions and terminations to personnel time documents.
- Ensure that time reports are signed.
- Close-out time documents prior to personnel leaving the incident.
- Distribute all time documents according to agency policy.
- Maintain a log of excessive hours worked and give to the TIME daily.
- Maintain Unit Log (ICS 214-CG).

6500 Compensation/Claims

6510 Compensation/Claims Unit Leader

The Compensation/Claims Unit Leader (COMP) is responsible for the overall management and direction of all administrative matters pertaining to compensation for injury and claims related activities (other than injury) for an incident.

The major responsibilities of the COMP are:

- Establish contact with the incident MEDL, SOFR and LOFR (or Agency Representatives if no LOFR is assigned).
- Determine the need for Compensation for Injury and Claims Specialists and order personnel as needed.
- Establish a Compensation for Injury work area within or as close as possible to the Medical Unit.
- Review Incident Medical Plan(ICS 206-CG)
- Ensure that CLMS's have adequate workspace and supplies.
- Review and coordinate procedures for handling claims with the Procurement Unit.
- Brief the CLMS's on incident activity.
- Periodically review logs and forms produced by the CLMS's to ensure that they are complete, entries are timely and accurate, and that they are in compliance with agency requirements and policies.
- Ensure that all Compensation for Injury and Claims logs and forms are complete and routed to the appropriate agency for post-incident processing prior to demobilization.
- Keep the FSC briefed on Unit status and activity.
- Demobilize unit in accordance with the Incident Demobilization Plan.

- Maintain Unit Log (ICS 214-CG).

6520 Compensation for Injury Specialist

Under the supervision of the COMP, the Compensation for Injury Specialist (INJR) is responsible for administering financial matters resulting from serious injuries and fatalities occurring on an incident. Close coordination is required with the Medical Unit; the INJR should collocate with the Medical Unit when possible.

The major responsibilities of the INJR are:

- Establish procedure with Medical Unit Leader on prompt notification of injuries or fatalities.
- Obtain a copy of Incident Medical Plan (ICS 206-CG).
- Provide written authority for persons requiring medical treatment.
- Ensure that correct agency forms are being used.
- Provide correct billing forms for transmittal to doctor and/or hospital.
- Coordinate with MEDL to keep informed on status of injured and/or hospitalized personnel.
- Obtain all witness statements from SOFR and/or MEDL and review for completeness.
- Maintain a log of all injuries occurring at the incident.
- Coordinate/handle all administrative paperwork on serious injuries or fatalities.
- Coordinate with appropriate agency(s) to assume responsibility for injured personnel in local hospitals after demobilization.
- Maintain Unit Log (ICS 214-CG).

6530 Claims Specialist

Under the supervision of the COMP, the Claims Specialist (CLMS) is responsible for managing all claims-related activities (other than injury) for an incident.

The major responsibilities of the CLMS are:

- Develop and maintain a log of potential claims.
- Coordinate a claims prevention plan with applicable incident functions.
- Initiate an investigation on all claims other than personnel injury.
- Ensure that site and property involved in an investigation are protected.
- Coordinate with the investigation team as necessary.
- Obtain witness statements pertaining to claims other than personnel injury.
- Document any incomplete investigations.
- Document follow-up action needs by the local agency.
- Keep the COMP advised on the nature and status of all existing and potential claims.
- Ensure the use of correct agency forms.
- Maintain Unit Log (ICS 214-CG).

6531 Claims (other than injury) Procedures

The USCG National Pollution Funds Center website serves as an excellent resource for which to manage claims processes associated with an incident. Refer to the following link for Claims information and support:

<http://www.uscg.mil/npfc/Claims/default.asp>

This webpage will help you with explaining the 8 different types of claims associated with an incident, provide you with the necessary forms to begin the claims process, and provide you with NPFC contact information for additional support and information concerning claims.

6600 Procurement

6610 Procurement Unit Leader

The Procurement Unit Leader is responsible for administering all financial matters pertaining to vendor contracts, leases and fiscal agreements.

The major responsibilities of the Procurement Unit Leader are:

- Review incident needs and any special procedures with Unit Leaders, as needed.
- Coordinate with local jurisdiction on plans and supply sources.
- Obtain the Incident Procurement Plan.
- Prepare and authorize contracts, building and land-use agreements.
- Draft memoranda of understanding as necessary.
- Establish contracts and agreements with supply vendors.
- Provide for coordination between the ORD and all other procurement organizations supporting the incident.
- Ensure that a system is in place that meets agency property management requirements.
- Ensure proper accounting for all new property. Interpret contracts and agreements; resolve disputes within delegated authority.
- Coordinate with the Compensation/Claims Unit for processing claims. Complete final processing of contracts and send documents for payment.
- Coordinate cost data in contracts with the COST.
- Brief the FSC on current problems and recommendations, outstanding issues and follow-up requirements.
- Maintain Unit Log (ICS 214-CG).

6620 Contracting Officer Authority

A BOA contractor must be selected over a non-BOA contractor. BOA contractors are initially hired by verbal order followed by a written contract (Optional Form 347) for each incident, which will include the specific number of personnel and equipment needed, estimated cost, and the FPN. The OSC-authorized ceiling for a BOA contractor is set at \$25,000 per incident, per BOA contractor selected (two or more BOA contractors can be hired to perform different tasks on one incident at a maximum of \$25,000 each). The Contracting Officer must approve contractor services that will exceed the OSC's limit.

Unless the BOA contractor cannot provide a timely and adequate response, selection of a non-BOA contractor by an OSC is not authorized. The Contracting Officer is generally the only person authorized to hire a non-BOA contractor. If the Contracting Officer cannot be reached in a timely manner, the OSC is authorized to issue non-BOA purchase orders, on an emergency basis only, with a limit not to exceed \$25,000 per incident. The OSC must contact the Contracting Officer within 24 hours after exercising this emergency authority. If the OSC determines that another agency can assist in a removal effort, the OSC may authorize that agency to perform removal actions, by executing a Pollution Removal Funding Authorization.

6621 Basic Order of Agreements (BOA)

As per the NPFC guide, "Contracting Requirements for Use of a Basic Ordering Agreement (BOA):"

Using CANAPS, obtain the appropriate funding (FWPCA/CERCLA)

Contract awarded to BOA contractor w/ capability, response times, and lowest price

Provide a verbal Authorization to Proceed (ATP), not to exceed 25K

Written ATP to follow within 24 hours

* Please refer to the NPFC guide for complete details.

6622 Ordering Procedures for Hiring Contractors in Response to OHM Spill Incidents

The Responsible Party shall follow their Response Plan, and/or contract the necessary resources for a given incident.

Federal or State OSCs shall follow SILC SOP#04, Ordering Procedures for Hiring contractors in Response to Oil and Hazardous Material Spill Incidents.

If not combined, procurement unit personnel shall work closely with cost unit personnel in this process.

7000 HAZARDOUS MATERIALS

7100 Introduction

The Port of Houston and its surrounding area (including the Port of Galveston, Texas City, and Freeport) consists of the greatest concentration of petrochemical industries in the United States. Recent news articles profiling the region have suggested this region has a greater chance of experiencing a catastrophic hazardous substance release than anywhere else in the USA.

A release or discharge of chemicals is unique compared to an oil spill. Chemical spills typically have a greater capacity to impact human health when released. Environmental harm is the primary concern with most oils. Air emissions and skin contact risks associated with chemical releases heighten the safety concerns. Like oils, chemicals may have flammability characteristics of great concern; however, chemicals have a much broader range of reactivity and toxicity hazards. A heightened public awareness concerning HAZMAT release elevates the importance of rapid identification, accurate hazard characterization, and timely communications with affected stakeholders.

The following are potential planning scenarios with potential to negatively impact port operations:

Houston Ship Channel: An inbound chemical tanker loses steering in the vicinity of Alexander Island, striking the corner of a nearby facility dock and releasing a large quantity of a corrosive liquid. The liquid spills onto the dock splattering two dock workers waiting to handle the ship's mooring lines.

Upper Galveston Bay: A chemical tanker is transiting the Bayport Channel when a crewmember attempts to perform Hot Work on an empty bunker tank top. The tank is not gas free, and an explosion causes a cargo tank to be ripped open, releasing 500 tons of benzene. The crewmember dies and the pilot on the bridge is hurt.

Texas City: A chemical tanker is off-loading an ammonia Toxic by Inhalation chemical at a facility when a tug pushing a barge has an engine failure, loses control and strikes the tanker. The impact causes a cargo tank to be holed, releasing 200 tons of chemical. The barge sustains damage to one of its own cargo tanks, releasing 50 tons of anti-knock compounds. The ship's crewmembers and a dock man are exposed to fumes from the release.

Galveston: A tug pushing a barge makes a wider than normal turn from the Gulf Intracoastal Waterway into the Houston Ship Channel. An outbound container ship cannot avoid the tug and barge, and strikes the barge, tearing a large hole in the forward rake and cargo tank. The bow of the container ship remains wedged into the barge. The barge releases 100 tons of a monomer material. The tug operator is exposed to the fumes and a deckhand is overcome.

Chocolate Bayou: A barge is offloading a toxic industrial material at a chemical facility when the loading arm fails, spilling product until the pump is secured. An estimated 35 barrels of toxic liquid is released. The tankerman on the barge and the dock man are saturated with the chemical spray.

Freeport: a tug and barge is approaching the dock when the tug loses steering, causing the barge to strike the dock. The forward cargo tank of the barge sustains damage. Seventy (70) tons of corrosive liquid are released through the hole, with some product spilling on the dock.

The following assumptions are made regarding HAZMAT responses:

A unified command structure will be established as soon as possible as described in the previous sections of this Plan.

Responders will be adequately trained in Hazardous Materials response and will operate within the level of their training, expertise, and capabilities as described in 29 Code of Federal Regulations, Part 1910.120.

There will be sufficient resources locally available to adequately respond to Hazardous Materials incidents.

In addition to the Coast Guard and the Environmental Protection Agency in their Federal On-Scene Coordinator roles, many federal, state, and local agencies and other organizations will be providing assistance with Hazardous Materials response operations. These organizations may include:

- Vessel and/or waterfront facility owners and operators*
- Fire and Police Departments
- Port Authorities
- Mutual aid organizations
- Product experts
- Environmental Cleanup contractors

* Vessel Response Plans (VRP) and Facility Response Plans (FRP) provide supplemental chemical response guidance to the ACP.

7110 Policy and Responsibility

The basic response organization for a Hazardous Materials response should be the same as for an oil product. The parties involved in the incident, both potential responsible parties and responders however may be quite different. The lead organization for Hazardous Materials incidents in many areas will be the local fire department or state hazardous materials response team. It is therefore logical that while the COTP/EPA representative is the pre-designated FOSC and is responsible for ensuring that a proper response is mounted; the operational incident command may be handled by a representative of the lead responding agency; i.e., fire or HAZMAT Department or its overseeing authority.

7120 Captain of the Port Responsibility

In accordance with section 3111 of the Clean Water Act (CWA), as amended by the Oil Pollution Act of 1990, the FOSC is delegated authority to ensure the effective and immediate removal of a discharge and mitigation or prevention of a substantial threat of discharge of a hazardous substance.

The Coast Guard provides the FOSC for oil discharges and hazardous substance release into or threatening the coastal zone. The EPA provides FOSCs for oil discharges and hazardous substance releases into or threatening the inland zone.

Based on the NCP, the United States Coast Guard COTP has been designated as the local hazardous materials responder for releases into or threatening the coastal zone. The COTP will remain the FOSC and make notifications to the NRC and assist in the coordination of response efforts, if required. If the incident is beyond the capabilities of the local responders, the COTP/FOSC will exercise the ACP and will initiate the formation of the Incident Command System.

7130 Vessel Master Responsibility

The **master of a vessel, facility manager, or designated representative** is responsible for the safety of the crew and vessel and should initiate response actions in accordance with the vessel's fire plan. The presence of responding agencies does not relieve the master/manager of command or transfer the master's or manager's responsibility for overall safety of the vessel. The master/manager should not countermand any orders given by the supervisors of responding organizations in the performance of their activities unless the action taken or planned clearly endangers the safety of the vessel, crew, or passengers. The master of the vessel or facility manager will utilize his resources to control the release until such time as he is relieved of response activities by the designated Incident Commander. The first responding agencies will respond in accordance with their standard operating procedures.

7140 Area of Responsibility

As defined in Section 1000.

Responsibility extends to:

- Ships and vessels,
- Their cargo and crew,
- Structures in or immediately adjacent to navigable U.S. waters, or
- Resources within such waters.

7200 Command

In executing this portion of the Area Contingency Plan (ACP), the senior emergency responder is designated the Incident Commander until relieved by a person of higher authority, or until such time as a unified command structure is established. At a minimum, the unified command structure will consist of the Federal On-Scene Coordinator (FOSC), State On-Scene Coordinator (SOSC), and the Responsible Party On-Scene Coordinator (RP-OSC). See Section 2000 for details describing unified command responsibilities.

The Responsible Party for a chemical release impacting waterways within the coastal zone described in Section 1000 will be notified by the Federal On Scene Coordinator (FOSC) by Notice of Federal Interest issued in accordance with 40 Code of Federal Regulations, Part 300. The Responsible Party is expected to provide timely and accurate notification, and cooperate with the FOSC’s response effort.

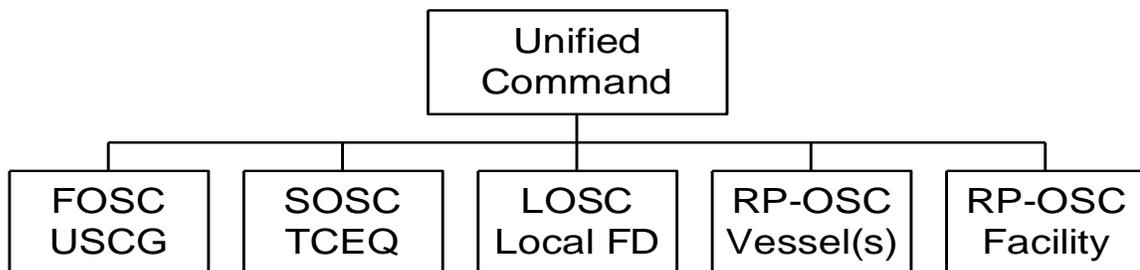
Texas Commission on Environmental Quality (TCEQ) is the SOSC and designated as lead State agency for HAZMAT releases, as described in Texas Water Code, Section 26.264 and 26.266. State requirements for response to a HAZMAT release are also described in Chapter 30 of the Texas Annotated Code, Sections 327.5 and 335.8.

Other agencies, organizations, or parties with interest in the response but not designated to serve in the unified command will be engaged by way of the command staff Liaison Officer.

As soon as practicable, the Incident Commander will establish a command post.

The primary initial means of communication will be determined by the principal response organization that has jurisdiction to respond to the Hazardous Materials event.

Command Structure



7210 Task Organization

In the event of a major shipboard or facility HAZMAT release, the COTP will request the designation of an IC.

7220 Multi-Agency Response

In a multi-agency response, a **Unified Command** structure should be established. This ICS structure should consist of the individuals designated by their respective agencies. The members of Unified Command must jointly determine objectives, strategy, and priorities. The determination of which agencies or departments the IC/UC uses may be done on the basis of greatest jurisdictional involvement, number of resources involved, existing statutory authority, or by mutual knowledge of the individual's qualifications.

A Unified Command structure is called for under the following conditions:

More than one department or agency shares management responsibility due to the nature of the incident or the kinds of resources required.

The incident involves more than one jurisdiction.

The USCG cannot delegate its statutory authorities and will not delegate mission responsibilities to state or local agencies. However, USCG personnel should be prepared to fully integrate into a Unified Command response structure and provide assistance as necessary.

7230 Multi-Agency Coordination

Coordination between outside agencies is most essential and must be assured by maintaining a continuous liaison between representatives. The best way to accomplish this is for the COTP to meet with all of the UC representatives at the command post to discuss how the situation will be handled. While each case will present a different set of circumstances, liaison with representatives from some or all of the following groups may be appropriate:

- Fire Department(s) Owner's Representative
- U. S. Coast Guard Appropriate Port Authority
- Pilots Association Appropriate Facility Managers
- Master of Vessel Cargo Representative
- Legal Counsel Naval Architect
- Chief Engineer Marine Surveyor
- Chief Mate Industrial Hygienist/Toxicologist
- Ship's Agent Stevedores
- Appropriate Municipal and/or County and State Officials

7300 Operations

Upon execution of this part of the ACP, Hazardous Materials response resources under the direction of the Incident Commander will respond in an appropriate manner to attempt to control the release.

Initial response operations will be the responsibility of the owner/operator of the vessel or facility. Owners and operators of vessels or facilities must develop contingency plans to respond to hazardous material releases. Facility/vessel owners and operators must take necessary steps to terminate and limit the release from their facility/vessel.

Local Hazardous Materials response organizations must be prepared to respond within the limits of their training and capabilities. If response resources are not trained or capable of handling a Hazardous Materials event, they should take appropriate measures to protect life, environment, and property.

The Coast Guard will provide assistance as appropriate. This may include establishing safety zones, re-routing or restricting vessel traffic, assisting with search and rescue or medical evacuation, deployment of Strike Team assets, or conducting pollution response operations.

Other affected organizations, particularly pollution response or salvage organizations, will respond as directed by the unified command.

7310 Tactical Priorities

Operational response will be based on the following tactical priorities:

Safety: Ensure safety of responders, victims, and public. If possible, approach from upwind, updrift, and upstream.

Isolation and Deny Entry: Attempt to restrict access to incident site. Position barricades or perimeters as available to identify the hot zone.

Notifications: Ensure proper notifications have been made to all concerned parties.

Identification and Hazard Assessment: Attempt to determine the nature and extent of the hazard present. Utilize as many sources as are available to assure the most accurate assessment possible. Remember, all further response actions will be based on this identification and hazard assessment. Conduct a risk analysis prior to initiating any response activities.

Personal Protective Equipment: Determine the appropriate level of personal protective equipment to respond to the incident. Ensure responders are trained in the use of such equipment in accordance with prescribed OSHA requirements found in 29 CFR 1910.

Containment and Control: Determine the containment and control actions necessary to mitigate the specific incident at hand. Remember that "No Action" may be an appropriate control method.

Protective Actions: Determine the need to recommend evacuation or shelter-in-place of the local populace which may be affected.

Decontamination and Cleanup: Conduct decontamination and cleanup of affected areas and response equipment to prevent the spread of contamination.

Disposal: Dispose of the recovered Hazardous Materials and any other residue, such as cleaning water or solutions used in the decontamination and cleanup process.

Response strategies should conform to incident command procedures. The following incident management procedures are recommended:

- Site Management & Control
- Identify the Problem
- Hazard and Risk Evaluation
- Select Personal Protective Equipment
- Information Management and Resource Coordination
- Implement Response Objectives
- Decontamination and Clean-Up Operations
- Terminate the Incident

7320 Response Considerations

Once a site evaluation has been conducted that identifies the particulars and hazards of the spill site, the FOSC can begin to respond. Tactical plans for responding to Hazardous Materials differ from an oil spill response in that the methods for cleaning a Hazardous Materials spill will largely depend on the hazards the field personnel will face. In addition, conventional spill response and fire-fighting techniques are not always appropriate. The fact that a substance is on fire does not necessarily indicate that the fire should be put out or suppressed with water or any other material. If flammable liquids or gases are leaking and on fire, it may be better to let the product burn unless the leak(s) can be stopped or unless the fire poses a threat to other tanks or structures. For instance, water is not generally effective against hydrocarbon

liquids, gases, or cryogenic liquids. Large amounts of water combined with spilled chemicals may do more to spread a hazard than to eliminate it. In such instances, foams added to water may be more appropriate.

Escaping and spreading vapors or liquids may present a much greater hazard than fire. Water intakes and highly congested areas are at risk during periods of migration. The direction that a vapor cloud or pool of hazardous materials is flowing may change suddenly and pose additional problems for responders and emergency personnel. Under periods of calm winds or stagnant water, vapor clouds or pools may be quite persistent especially if the vapor density or specific gravity of the product is greater than that of the ambient medium. For this reason it is imperative to identify the direction of migration of the substance for protection of both public and environment.

7330 Employment of HAZMAT Response Resources

The Incident Commander will direct employment of responding resources. Resources will be employed based on:

- Location and extent of the release,
- Class and extent of cargo involved,
- Possibility of explosion,
- Hazards to personnel and resources,
- Weather forecast, and
- Alternatives if the vessel is not allowed entry or movement within a port.

The Houston-Galveston Captain of the Port or Coast Guard Marine Firefighting Coordinator or other representative of the Captain of the Port serving within the Operations Section will direct the employment of Coast Guard resources (small boats, helicopters, Coast Guard Strike Team, etc.) in accordance with established policies and the needs of the Incident Commander or Unified Command.

Other responding agencies will report to the Incident Commander or Unified Command for assignment of duties.

See Section 7700 for listing of HAZMAT response resources.

7340 Initial Actions and Reporting Requirements

7341 Reporting Requirements

A release or threatened release of a hazardous material must be reported. Hazardous material includes any material that, because of quantity, concentration, or physical or chemical characteristics, poses a significant or potential hazard to human health or safety or to the environment if released. If there is any question as to whether the material poses a threat, a report should be made to the appropriate authorities.

An immediate verbal report of any release or threatened release of hazardous material must be made to:

- The National Response Center at 1-800-424-8802,
- The local emergency response agency (such as 911 or the local fire department or health department), and
- The any State Agency having jurisdiction.

This report should include the following information as applicable:

- Location of the release or the threatened release,
- The name of the person reporting the incident,
- Hazardous material involved,

- Estimate of the quantity of product involved,
- Status of the release source (secured, still leaking),
- Any known injuries, and
- Any actions taken or being taken to secure the source and/or site.

7342 Initial Actions

The following is generic information concerning a hazardous material emergency response. It is intended to supplement not replace the operational procedures as set forth in other parts of this plan.

Safety is the first priority in responding to any accident. Thinking safety is even more important when the accident involves, or might involve, hazardous materials. It is absolutely necessary to know the chemical and physical properties of the materials involved. Some hazardous materials cannot be seen or smelled and yet there may be chemicals leaking in gas, liquid, or solid form. The danger of sudden fires or explosions must be assumed.

It is entirely possible that the scene of an accident involving hazardous materials will represent such a high degree of hazard that the only safe course is to protect the perimeter and evacuate or shelter-in-place those who may become exposed to the dangers of toxic fumes or violent container ruptures. These severe hazards may exist with or without the presence of fire, smoke, or odors.

If an accident involving hazardous materials happens, IMMEDIATELY:

Sound the alarm and notify all local emergency response authorities,

Isolate the hazard area and restrict entry, as appropriate. Establish an initial isolation perimeter and control points, and

Make an initial survey of the scene. Much of this information can be obtained through radio or telephone contact with witnesses. If it is necessary to dispatch a person to the scene, observations should be made from upwind at a safe distance.

DANGER: Only those individuals directly involved in the emergency response effort, wearing the proper level of personal protective equipment and working in pairs with appropriate backup shall be allowed access into the exclusion/hot zone. Personal protective equipment could include NOMEX, SCBA, full turnout clothing, or chemical protective clothing, based upon the nature of the emergency.

If safe to do so, determine:

- The location of threatened or potentially threatened people,
- The presence of fire, smoke, or fumes,
- The presence of hazardous materials,
- The presence of warning or identifying labels or placards,
- The type of personal protective equipment needed,
- The overall condition of the vessels and containers, and
- Wind direction and approximate speed.

Initiate actions for protection of downwind receptors through local emergency management officials (evacuation or shelter-in-place) as appropriate. Rescue the injured, ONLY if safely possible. Once rescue personnel are properly equipped, look for injured in vessel cabins, on deck, and in the general vicinity of the accident. If injuries appear to be due to chemical exposure, attempt to identify which chemicals are involved. In general, remove victims to fresh air and remove all chemical soaked clothing. First aid personnel should protect themselves against direct contact with contaminated clothing or materials.

7350 Follow-up Actions

Once emergency measures have been completed such that immediately threatened and injured persons have been attended to and an initial site characterization has been completed to determine the personal protective equipment requirements, follow-up actions can be undertaken. The immediate goals of this part of the response are to further characterize the site, identify and take steps to protect the public, stop the discharge, and begin to develop strategies to mitigate and clean-up the discharge. In order to do this, responders should accomplish the following actions:

If possible, implement countermeasures to control the emergency. If personal health and safety is not assured, do not attempt to re-enter the emergency site.

Designate a staging area where the emergency response personnel and equipment can safely report without becoming directly exposed to the emergency release.

Identify and confirm the nature of the release incident, materials involved, and extent of the area/unit/process involved.

Identify the hazards and assess the level of risk to response personnel, the community, and the environment.

Consider shelter-in-place or evacuation (see evacuation considerations). The FOSC may have to make recommendations to the Local Emergency Manager based upon weather conditions and forecasts. High humidity and warm air can force vapors towards the ground. In addition, air ventilation and air conditioning ducts may force toxic vapors into buildings. When considering shelter-in-place versus evacuation, compliance with and success of a shelter-in-place program will be dependent upon the following factors:

Receipt of a timely warning and an effective warning message,

Clear rationale for the decision to shelter-in-place, as compared to an evacuation,

An absence of visual clues, such as large vapor clouds, fires and explosions, etc.

Previous training and education by response personnel and the public on the application and use of shelter-in-place as a safety measure.

Criteria for shelter-in-place operations are outlined below. Incidents that may require the shelter-in-place of the surrounding community often have the following characteristics:

The released material has a moderate to low health hazard,

The hazardous material has been totally released from its container and is dissipating,

The released material forms a or migrating plume pattern; e.g., vapor clouds that will quickly disperse and are not from a fixed, continuous point source,

A fast-moving toxic vapor cloud that will quickly overrun exposed people,

Short duration solid or liquid leaks are present, and

Migrating vapor clouds of known low toxicity and quantity are occurring.

7360 Obtaining Chemical Information

One of the most important aspects of the initial response activities at a spill incident is identification of the material involved. The first responder on scene should attempt to make this determination. Under no circumstances should any attempt at substance identification be made without adequate personal protective equipment and without exercising extreme caution.

Direct identification of the substance involved in a transportation incident may be obtained from the following sources:

Transporters: Vehicle operators should be able to identify the materials they are carrying. The operator should be located as soon as possible and questioned regarding the contents of their vehicle. Shipping

papers identifying the substance(s) involved should be in their possession. They may also be able to provide information regarding the shipper, consignee, and manufacturer.

Shipping papers: For highway incidents, shipping papers identifying the vehicle cargo should be in the possession of the driver or located in the cab of the vehicle on the seat or in a holder on the inside of the door. In the event of a railway incident, weigh bill should be in the possession of the conductor or located in the engine and the caboose. Manifests for waterborne vessels should be in the possession of the captain of the vessel, the person in charge of the watch, or located on the bridge or in the pilothouse of the vessel. On barges, the shipping papers are carried in a tube or box on the barge.

UN (United Nations) or NA (North-America) material identification number: There may be a black 4 digit identification number directly on warning placards or on individual orange panels on the tank, vehicle, or rail car.. If not displayed on the vehicle ends, check the sides of the transport. These numbers are hazard category codes that can be identified in the latest DOT Emergency Response Guidebook, or by contacting CHEMTREC at 1-800-424-9300. This number identifies groups of hazardous materials; e.g., #1203 for gasoline, fuel oils, etc.

Information on containers: In certain situations, information on containers will identify their contents. In other situations, the name and address of the shipper or consignee may be found on the containers. These parties may then be contacted directly or through CHEMTREC in an attempt to identify the materials involved.

The shipping company: The shipping firm or railway company involved in the incident should be able to identify the contents of their vehicle. Highway and rail vehicles often have unique identification numbers (in addition to the numbers described in (3) above) displayed on the ends and/or sides of each particular vehicle. By contacting the company involved, either directly or through CHEMTREC, and providing the identification numbers when available, the contents of these particular vehicles may be identified.

If direct identification is impossible, or if any of the above methods of identification are prohibitive from a time or safety standpoint, attempt to identify as many of the chemical and physical properties of the substance as possible. Contact CHEMTREC, TCEQ Emergency Response Unit, or the Authority Having Jurisdiction, and provide the following information for assistance in identifying the material:

- Color of the material,
- Physical state of the material (gas, liquid or solid),
- Odor (identification of the odor should not be done intentionally, but may be available through unintentional exposure),
- Noticeable sound,
- Abnormal or extreme heat,
- Abnormal or extreme cold (presence of frost),
- Pressure leaks, and
- Color of flame (if present).

Under no circumstances should anyone other than a trained responder approach a fire or Hazardous Materials spill.

7370 Site Evaluation

Many factors in addition to substance identification are important when responding to a Hazardous Material spill. Responders must take into consideration not only the characteristics of the substance, but also the characteristics of the surrounding area. Each tactic employed must be planned carefully so as to not endanger responders or bystanders. When conducting a site evaluation, responders should note:

- Locations of low points that act as a natural collection point for vapors or liquids,
- Existing and potential confined spaces that pose a threat to response personnel,

- Weather conditions,
- Proximity to nearest ignitions sources,
- Proximity to flammable items or chemicals,
- Concentrations of discharged products,
- Proximity to residential or other commercial areas,
- Composition of affected areas (sand, marsh, pavement, bay waters, etc.), and
- Physical hazards.

Of particular note, when conducting a site evaluation is a determination of the possible cause of and status of the failed container.

7380 Container Damage Assessment

Container damage assessments should be performed by competent structural engineering experts. Damage that appears catastrophic may not in actuality be indicative of imminent failure. Conversely, damage that appears to be benign may actually constitute significant and substantial structural failure. Under no circumstances should a damaged container be moved or contents transferred prior to being inspected by competent authority for structural damage. Expertise is available from the container manufacturers, some transportation companies, and some shippers of dangerous products.

7390 Thermal Ruptures

Thermal ruptures and their effects have been researched extensively, especially where they involve pressurized bulk containers. Actual distances traveled by container fragments have been measured and, where specific distances are given for fire related ruptures, they are based on this history, rounded upwards for safety and convenience. Additionally, the estimated distances provided are based on factors such as the violent rupture potential of the product, any secondary or tertiary hazards the product may pose (whether or not they meet the DOT or IMO hazard class definitions) and the kind and size of container authorized for product transportation.

If a violent rupture occurs, the most common pattern of breakage is into several pieces. If there is a violent rupture of a flammable compressed gas tank, it is estimated that the area within a 500 to 660 foot radius of the bulk container will experience a fireball and extreme radiant heat. The next 500 to 600 feet (out to a radius of approximately 1200 feet) will experience extreme heat such that fires may be started. In all cases, responders should exercise extreme caution and recognize that values provided are based on estimated variables and may not be fully representative of every situation.

7400 Planning

The Incident Commander or Unified Command is responsible for organizing and staffing the Planning Section. It is preferred that these resources are the combined talents of the vessel, platform, or facility personnel, along with local firefighting resources, contractor personnel, and federal/state agencies.

7500 Logistics

Responding agencies and resources will be responsible for their own administrative and logistical support until such time as a Logistics Section is established. The Logistics Section Chief will be appointed by the Unified Command.

7600 Finance/Administration

Responding agencies and resources will be responsible for their own administrative and finance support until such time as a Finance Section is established.

The Finance Section Chief will be appointed by the Unified Command.

7610 CERCLA

The FOSC is authorized and responsible for assessing releases of any size and for initiating response action under CERCLA whenever a release requires a federal removal action. FOSCs will monitor the response as necessary, no matter who is carrying it out, to ensure its adequacy. The reportable quantity of a substance has no bearing on the FOSC's authority to respond under CERCLA. Response authority exists for any quantity released or threatened to be released into the environment.

If the responsible party is identified, the FOSC shall make every effort to have them initiate removal actions, including issuing a Notice of Federal Interest and, when appropriate, an Administrative Order. CERCLA differs from the FWPCA in that, under certain conditions, it enables the FOSC to order the responsible party to undertake the corrective measures specified in an Administrative Order. Their use is limited to releases, or threats of releases, that involve a hazardous substance, originate from a facility, and may pose an imminent and substantial endangerment to the public health or welfare or the environment.

The FOSC will use CERCLA funds to pay for removal costs when the responsible party does not conduct proper removal actions, or is unknown, and immediate removal is necessary. A Notice of Federal Assumption of Response Activities should be issued if the polluter is known.

CERCLA encourages state and local response actions and can be used to provide reimbursement for certain actions certified by the FOSC. The EPA establishes policies that govern what specific costs are reimbursable.

CERCLA prohibits response actions in excess of one-year duration or exceeding one million dollars in response costs unless the following conditions are met:

Continued response actions are immediately required to prevent, limit, or mitigate an emergency.

An immediate risk to public health, welfare, or the environment exists.

Such assistance will not otherwise be provided on a timely basis.

7611 CERCLA Fund Activation:

Contact the National Pollution Fund Center (NPFC) Regional case Manager at (202) 493-6730 and obtain the appropriate funding cite and authorized ceiling. After hours, weekends, or holidays call the same numbers for recorded instructions to page the managers. If the Regional Manager is unavailable, the duty case officer can be paged by calling (800) 759-7243, PIN 2073906, or may be contacted through the Coast Guard Headquarters Command Center at (202) 267-2100 or (800) 424-8202.

The following information will be needed:

- Name of incident,
- Location of incident (facility name, address, city, state, and zip),
- Latitude and Longitude,
- Estimate of ceiling requested (contract(s) + CG costs + other agency support costs),
- Substances involved (if known) and description of threat,
- Name of contractor(s),
- Date incident occurred or was discovered,
- Estimated duration of response,
- Other resources activated by FOSC, and
- Responsible party (if known).

Obtain authorized ceiling from EPA Region/FOSC and provide it to NPFC. Advise NPFC and EPA FOSC immediately if costs will exceed estimate.

NPFC will contact the EPA and respond to FOSC verbally and confirm by message or fax the funding, citation(s), authorized ceiling, and assigned case officer.

Follow guidance from NPFC and MLC for use of funds and to arrange response actions. When contractor services for responses are anticipated above \$25K, contact MLC (FCP) for guidance.

FOSC may obligate up to \$25,000 for response action if unable to contact NPFC. Identify all such obligations clearly and contact NPFC next business day to insure CERCLA funding is provided

Use total cost when managing ceiling. Available ceiling must cover contracts, out of pocket expenses, CG personnel and equipment, and other agency costs. Issue pollution removal funding authorizations to supporting government agencies.

Pollution Reports (POLREP), include NPFC as information addressee in all POLREPS. Report in each POLREP total ceiling cost authorized and cumulative obligations to date. Immediately contact NPFC if authorized ceiling must be increased. Ceilings in excess of \$100,000 require special approval procedures by EPA Headquarters. This approval process usually takes more than one day. If FOSC expects total costs to exceed \$100,000, contact NPFC when obligations reach \$80,000. NPFC will provide guidance pending EPA approval.

Document all costs on a daily basis using the same procedures and forms as for oil cases.

Advise NPFC within 30 days of initiation of response operations. NPFC must bill the EPA for reimbursement of CG incurred costs.

Certify contractor invoices for receipt of services over \$25,000 of IAW STD MLC procedures. Contact appropriate MLC contracting officer if questions arise, or if invoice cannot be certified. For LANTAREA FOSCs, forward invoices within 1 week to MLCLANT (FCP). Forward contracts under \$25,000 directly to EPA (EPA, National Contracts Payment Division MD-32, Research Triangle Park, NC 27711). Copies of all invoices must be included in cost documentation package sent to NPFC.

7700 HAZMAT Response Resources

Refer to Section 9200 for a list of Federal, State, and Local Hazardous Material resources.

8000 MARINE FIREFIGHTING

8100 Introduction

This section provides guidance for responding to marine fires occurring at any location within the area of jurisdiction of the USCG Sector Houston-Galveston Federal Captain of the Port. The incident may involve one or more vessels (including stationary or offshore oil platforms/rigs), and any number of lives and cargoes in an almost infinite combination of circumstances. If the fire is not adequately managed, results may include significant loss of life, disruption of maritime commerce, and a potential release of pollutants into the U.S. navigable waterways.

The Coast Guard will render assistance as available, based on the level of training and the availability of equipment. At a minimum, this will involve active participation within a Unified Command to manage the incident effectively. The Houston-Galveston Captain of the Port intends to maintain this traditional "assistance as available" posture. Paramount to preparing for marine fires is the need to integrate regional response planning and training efforts, particularly among federal, local fire departments and port authorities. The Houston-Galveston Captain of the Port shall provide appropriate assistance to local municipal fire departments, vessel and facility owners and operators, the Channel Industries Mutual Aid organization (CIMA), Texas City Industrial Mutual Aid System (IMAS), Brazoria County CAER, Southeast Texas Mutual Aid Group (SETMAG) and other interested parties.

The majority of incidents covered by this section would be similar to fires experienced on the S/S MEGA BORG (1990), M/V OMI CHARGER (1993), M/V KORNAT (1997), M/V ARCTIC HOPE (1997), M/V STOLT SPIRIT (1997), M/V ARCTIC SPIRIT (1998), M/V KATANIA (1998), M/V VIOLETTA (1999), or the UTV MARSHA GAYLE (2004), all of which affected port operations for varying lengths of time. A worst-case scenario would be similar to the Texas City disaster of 1947 (M/Vs GRANCAMP and HIGH FLYER). The size, scope, and location of the marine fire will determine the level of response by various agencies and the extent to which operations are adversely affected.

Response Agencies and Private Industry

In addition to the Coast Guard, many federal, state, and local agencies, as well as private industry, will be providing assistance with marine firefighting response operations. These organizations include:

1. Vessel owners and operators;
2. Facility owners and operators;
3. Municipal Fire and Police Departments;
4. Affected port authorities;
5. Mutual aid organizations (CIMA, IMAS, CAER, SETMAG);
6. Contractor resources; and/or
7. Other interested parties.

Assumptions

When planning for marine fire response, the following assumptions are made:

1. The size of the fire will exceed the capabilities and resources of the vessel or platform crew.
2. Vessel or platform condition and stability allow for safe firefighting activities to attempt to control and extinguish the fire.
3. The vessel, rig, or stationary oil platform fire has the potential of releasing oil or hazardous materials into U.S. navigable waters in harmful quantities.

8110 Policy and Responsibility

The senior fire service officer with jurisdiction over the location in which the shipboard fire occurs will serve as the Incident Commander (IC). For other fires, the master of the affected vessel or another designated representative of the owner/operator will serve as the IC. The USCG shall not assume overall control of firefighting efforts when appropriate qualified fire service officers are present and able to assume command.

The ports and waterways facilities cover many miles of waterways, transiting numerous local, county, parish, and state jurisdictional boundaries. A unified command (UC) structure for incidents in these areas shall be used when practical. **The COTP should be consulted relative to action that may affect the life or safety of personnel, the navigational channel, or create a pollution hazard.**

8120 Captain of the Port Responsibility

The USCG renders assistance as available, based on the level of training and the adequacy of equipment. The COTP intends to maintain this traditional "assistance as available" posture without conveying the impression that the USCG is prepared to relieve local fire departments of their responsibilities or compromise their authorities. Paramount in preparing for vessel or waterfront fires is the need to integrate USCG planning and training efforts with those of other response agencies, particularly local fire departments and port authorities. The COTP shall provide appropriate assistance to local municipal fire departments, vessel and facility owners and operators, and other interested parties. The COTP will be prepared to assume the role of IC upon conclusion of firefighting operations if it is appropriate to do so. All USCG firefighting forces and equipment shall remain under the control of their normal chain of command. Orders for the coordination of USCG personnel shall be passed through the USCG COTP or **designated representative (Marine Firefighting Coordinator)** by the local qualified fire officer. The USCG COTP or designated representative shall be responsible for evaluating the orders of such persons and executing only those orders that will not create unwarranted risk to USCG personnel or equipment.

8130 Vessel Master Responsibility

The **master of a vessel or designated representative** is responsible for the safety of the crew and vessel and should initiate firefighting response actions in accordance with the vessel's fire plan. The presence of local fire fighters does not relieve the master of command or transfer the master's responsibility for overall safety on the vessel. However, the master should not normally countermand any orders given by the local fire fighters in the performance of firefighting activities on board the vessel, unless the intended action clearly endangers the safety of the vessel or crew. **As the Master is typically the person most familiar with the vessel in question, then he/she should be integrated into the Unified Command.**

8140 Area of Responsibility

See the appropriate Section 1200 for more complete details on each Area of Responsibility.

Responsibility extends to:

- Ships and vessels,
- Their cargo and crew,
- Structures in or immediately adjacent to navigable U.S. waters, or

Resources within such waters.

8200 Command

Upon activation of this section of the Area Contingency Plan, firefighting resources under the direction of the Incident Commander/Unified Command will respond in an appropriate manner to attempt to control and extinguish the fire. Coast Guard assets will be prepared to provide "assistance as available" to the

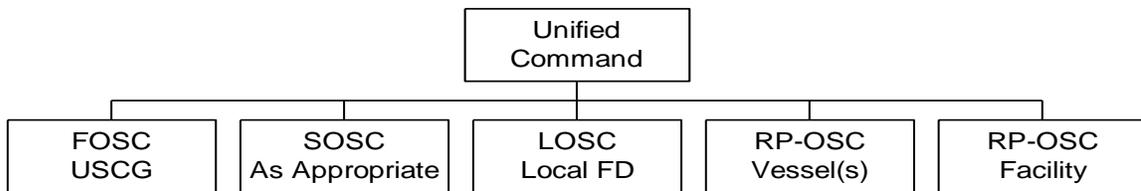
firefighting efforts when appropriate qualified fire service officers are present and able to assume command.

The senior fire service officer present in whose jurisdiction the marine fire occurs will serve as the lead member of the Unified Command. For offshore fires and for vessels underway, the master of the affected vessel, platform supervisor, or another designated representative of the owner/operator will serve as the Incident Commander or lead member of the Unified Command. The Houston-Galveston Captain of the Port shall not assume overall control of firefighting efforts when appropriate qualified fire service officers are present and able to assume command.

The command post will be established as soon as practicable at a location determined by the Incident Commander/Unified Command.

The Incident Commander/Unified Command will determine the primary means of communication.

Command Structure



8210 Task Organization

In the event of a major shipboard or facility fire, the COTP will request the designation of an IC. The senior fire service person on-scene serves as the IC in the Unified Command for the purpose of responding to the fire and the COTP is responsible for the safety of the waterway and adjacent area.

8220 Multi-Agency Response

In a multi-agency response, a **Unified Command** structure should be established. This ICS structure should consist of the individuals designated by their respective agencies. The members of the Unified ICS must jointly determine objectives, strategy, and priorities. The determination of which agencies or departments the IC/UC uses may be done on the basis of greatest jurisdictional involvement, number of resources involved, existing statutory authority, or by mutual knowledge of the individual’s qualifications.

A Unified IC structure is called for under the following conditions:

More than one department or agency shares management responsibility due to the nature of the incident or the kinds of resources required.

The incident involves more than one jurisdiction.

The USCG cannot delegate its statutory authorities and will not delegate mission responsibilities to state or local agencies. However, USCG personnel should be prepared to fully integrate into a Unified ICS response structure and provide assistance as necessary.

8230 Multi-Agency Coordination

Coordination between outside agencies is most essential and must be assured by maintaining a continuous liaison between representatives. The best way to accomplish this is for the COTP to meet with all of the UC representatives at the command post to discuss how the situation will be handled. While each case will present a different set of circumstances, liaison with representatives from some or all of the following groups may be appropriate:

- Fire Department(s) Owner’s Representative
- U. S. Coast Guard Appropriate Port Authority

Pilots Association	Appropriate Facility Managers
Master of Vessel	Cargo Representative
Legal Counsel	Naval Architect
Chief Engineer	Marine Surveyor
Chief Mate	Industrial Hygienist/Toxicologist
Ship's Agent	Stevedores
Appropriate Municipal and/or County and State Officials	

8240 Federal Response

8241 USCG Special Forces

National Strike Force

Marine Safety Center

Eighth District Support Team

Eighth District Legal

8242 Other Federal Agencies

Environmental Protection Agency

Scientific Support Coordinator provided by NOAA

USN Supervisor Of Salvage (SUPSALV)

Navy or Army Corps of Engineers vessels operating in the vicinity

8243 Other Resources

Any commercial ship becomes a valuable resource during an offshore fire to rescue the burning vessel's crew should the fire get out of control. Vessels in the area should be notified of a situation via an Urgent Marine Information Broadcast. Tug companies in the vicinity should be contacted and may assist in fighting the fire, moving a dead ship, or transporting personnel and equipment.

8250 State/Local Response

Most local fire departments have limited response capabilities for **marine fires**. Some local fire departments have small watercraft that can be used for search and rescue and spill response. Offshore ship fires are a rescue priority. Land based fire departments will have involvement at their chief's discretion as the situation and location dictates.

Local emergency management officials provide response to many different emergencies and serve as a centralized notification point for resources within their local areas.

Law enforcement agencies can assist on-scene to:

- Control crowd,
- Limit access to incident area,
- Provide security for staging areas and/or
- Provide police escort for vehicles carrying firefighting personnel and resources.

8260 Captain of the Port Role

All USCG firefighting forces and equipment within a COTP's Area of Responsibility shall be under the control of the COTP. The COTP is responsible for the development of the marine firefighting annex with

input from local response organizations. The COTP shall act as the liaison between the USCG and other response organizations and the media. Orders from the IC for USCG responders shall be passed through and evaluated by the COTP or the Marine Firefighting Coordinator. Only those orders that will not create unwarranted risk for USCG personnel and equipment shall be executed. The COTP shall not assume overall control of firefighting efforts when appropriate qualified fire officers are present and able to take control.

The COTP should:

Assume the role of IC if the firefighting response is inadequate or nonexistent, or if there is a significant threat of an oil or hazardous material release into U.S. navigable waters in harmful quantities.

Be prepared to assume the role of IC following conclusion of firefighting operations if the incident involves pollution or is classified as a marine casualty.

Coordinate the use of other USCG resources such as small boats, helicopters, etc. in coordination with request of the IC/UC.

Establish a Marine Firefighting Coordinator/Marine Firefighting Coordination Team to assist the IC or UC in developing response IAP and integrating federal resources into the response. Actively support and participate in the Marine Firefighting Task Force with representatives from the State of Texas, local municipalities and industrial mutual aid, organizations, and appropriate fire response contractors.

Initiate a Broadcast Notice to Mariners (BNTM) to inform other vessels of the incident.

Make an assessment of nearby vessels and docks to determine if they might be impacted and notify parties.

Be prepared to establish a safety zone around the incident.

Be prepared to issue COTP orders to direct the movement or deny entry of vessels.

Command Post:

The incident command post will be established by the IC.

The USCG Marine Firefighting Team Coordinator is stationed at the incident command post and maintains communications with involved USCG resources, fire departments, vessel master, facility operators, owners' representatives, salvage or cleanup companies, port officials, and other key personnel on-scene.

A command post should be established outside of a hazard or decontamination zone.

Considerations in choosing a command post site:

- Command post location not endangered
- Proximity to fire
- Accessibility

8270 Incident Commander Role and Tactical Priorities

The IC will direct the firefighting operations of all responding agencies. Safety of responding emergency personnel shall take priority.

The operational response will be based on the following tactical priorities:

- **Rescue:** The saving of lives and removal of victims to a safe area is paramount and comes before any other consideration.
- **Exposure:** The protection from exposure is necessary to prevent damage to nearby structures, equipment, and materials and to prevent the spread of fire to uninvolved areas (including fuel loads) on or off the vessel. Exposures may be shipboard, shore side, or on a nearby vessel.

- Confinement: Confine the fire to the compartment or area of origin.
- Extinguishment: Includes those operations that are required to attack and extinguish the main body of fire.
- Overhaul: Includes those operations required to complete the extinguishment of remaining fire, prevent re-flash, and to place the compartment and ship in a safe condition.
- Salvage: Includes those operations required to protect compartments and contents from preventable damage due to water, smoke, heat, or other elements.
- Ventilation: Includes those operations required to displace a heated and contaminated atmosphere within an involved compartment with normal air from the outside atmosphere.

8271 Marine Firefighting Coordinator

The Marine Firefighting Coordinator or senior Coast Guard member of the Marine Firefighting Task Force will serve as the representative of the Houston-Galveston Sector Commander to the Incident Commander or Unified Command. He/she will assist in facilitating the response to the marine fire.

8280 Responsible Party Role

The responsible party (RP), or ship's master or designee, will maintain control over the vessel, crew, and passengers. The RP will assign a representative to the incident command post. His/her designee should be thoroughly familiar with the ship's firefighting systems and should understand the ICS.

The command post will be established upon arrival of the local fire department with command and control for all firefighting functions falling within its guidelines. The ship's firefighting crews will provide strategic assistance to the command post through the RP's representative.

The RP's first responsibility will be the evacuation of all nonessential personnel and to ensure accountability is taken of the passengers and crew.

The ship's firefighting crew will make every effort to contain and extinguish the fire. Before the situation has progressed beyond their capabilities, every effort will then be made to contain the fire and await assistance from the fire department having jurisdiction.

The RP shall deliver the vessel's Fire Control Plan and manifest to the first arriving firefighting units.

Ensure notifications are made to the appropriate agencies.

8281 Vessel Master Role

The master of the vessel will:

- Implement the initial response based on the vessel's fire control plan.
- Ensure proper communications, both internal and external, and that proper notifications are made to the appropriate fire department or contractor and the USCG. In addition, notify the facility to which the vessel is docked, the port authority, and any nearby vessels.
- Control the operation and use of all shipboard firefighting systems.
- Coordinate the efforts of shipboard fire teams in responding to the fire.
- Conduct a muster of the crew and provide a report to the IC/UC.
- Utilize his/her resources to control the fire until such time as he/she is relieved of firefighting activities by the designated IC.
- Decide if it is necessary to abandon ship. If the crew is ordered to abandon ship, the master will ensure that the proper procedures are carried out.

- Provide the vessel fire control plan and **international shore connection** to IC/UC.
- Provide a list of crewmembers, the condition of the vessel including status of the fuel and ballast tanks and any other flooding and stability issues, the type and condition of cargoes on board and load plan, and identification of any special equipment hazards, explosions, or damage.

8300 Operations

Initial response operations will be the responsibility of the owner/operator of the vessel, platform, or facility. Owners and operators of vessels, platforms, or facilities must develop their own contingency plans to respond to marine fires. If they intend to utilize local mutual aid organizations such as CIMA, IMAS, CAER, SETMAG or owners and operators must make contact immediately to settle indemnification requirements. The U.S. Coast Guard cannot contract mutual aid organizations for vessel, platform, or facility owners/operators. Facility owners and operators must take additional steps to limit the spread of fire to or from their facility and any vessels docked nearby.

Local firefighting organizations (municipal, industrial, and contractor) must be prepared to respond within the limits of their training and capabilities. If firefighting resources are not trained or capable of handling a marine fire, they can take appropriate measures to prevent the fire from spreading to nearby exposures.

The U.S. Coast Guard will provide assistance as available. This may include active participation within a Unified Command, establishing safety zones, rerouting or restricting vessel traffic, making marine broadcasts, assistance with search and rescue or medical evacuation, deployment of the Marine Firefighting Coordinator or Marine Firefighting Task Force, or a pollution response. The Houston-Galveston Captain of the Port will be prepared to continue in the role of Federal On-Scene Coordinator (within the Unified Command) upon conclusion of firefighting operations to oversee salvage operations or pollution responses. Other affected organizations, particularly pollution response or salvage organizations, will respond as directed by the Incident Commander or Unified Command (or the Responsible Party).

The master of the vessel can deny local firefighters access to his vessel. He will then utilize his resources to control and fight the fire. If the U.S. Coast Guard determines that the master's efforts are inadequate, actions may be taken to ensure a proper response. If the master does request or is required to use professional assistance he is not relieved of command or responsibility for overall safety of the vessel. However, the master should not normally countermand any orders given by the firefighters in the performance of firefighting activities on board the vessel, unless the action taken or planned clearly endangers the safety of the vessel, crew, or passengers.

8310 Tactical Priorities

Operational response will be based on the following tactical priorities:

- Rescue/Life Safety
- Protection of Exposures (facilities, vessels, docks, structures, etc.)
- Containment, Extinguishment, and Property Conservation
- Fire Salvage and Overhaul
- Environmental Protection

Vessel and Facility Salvage

8320 Response Considerations

Firefighting response considerations include:

- Establishment of a command post and appropriate implementation of Unified Command.

- A complete size-up to determine potential for rescue operations and what is burning (class of fire and materials involved).
- Contact appropriate marine firefighting, environmental response, and marine salvage contractors (as necessary by Owner/Operator or COTP if necessary).
- Determination as to whether the fire main system is operating and the location of other firefighting resources on board.
- Obtaining the fire control plan of the vessel, platform, or facility.
- Hose lines taken aboard vessels should be large hose lines (4" to 6") with reducers for smaller hand lines and sufficient international shore connections (as appropriate).
- Maintaining two separate gangways to the vessel, one for personnel access and the other distinctly to serve as a hose conduit or support. Consider using aerial apparatus or ground ladders for support.
- Determination as to whether the ventilation system is operable. If not, portable equipment may be required.
- Consider need for additional lighting resources to support operations.
- Planning for additional equipment to arrive on scene during early stages of the response. Establish appropriate staging areas for arriving equipment.
- Recognition that a language barrier may exist. The vessel's agent, a vessel's officer, or other interpreter may be required.

8330 Employment of Firefighting Resources

The designated Incident Commander or Unified Command will direct employment of responding resources. Firefighting resources will be employed based on:

- Rescue/life safety
- Location and extent of fire;
- Class of fire and cargo involved;
- Potential impact on local community;
- Additional exposure concerns (facilities, vessels, docks, structures, etc.);
- Possibility of explosion;
- Stability of the vessel or platform;
- Hazard to crew or other resources at location
- Weather forecast;
- Maneuverability of vessel;
- Effects on bridges which must be transited; and
- Alternatives if the vessel is not allowed entry to or movement within a port.

The Houston-Galveston Captain of the Port or Coast Guard Marine Firefighting Coordinator or other representative of the Captain of the Port serving within the Operations Section will direct the employment of Coast Guard resources (small boats, helicopters, Coast Guard Strike Team, etc.) in accordance with established policies and the needs of the Incident Commander or Unified Command.

Other responding agencies will report to the Incident Commander or Unified Command for assignment of duties.

See Section 8700 for listing of marine firefighting resources.

8400 Planning

The Incident Commander or Unified Command is responsible for organizing and staffing the Planning Section. It is preferred that these resources are the combined talents of the vessel, platform, or facility personnel, along with local firefighting resources, contractor personnel, and federal/state agencies.

8500 Logistics

Responding agencies and resources will be responsible for their own administrative and logistical support until such time as a Logistics Section is established. The Logistics Section Chief will be appointed by the Incident Commander or Unified Command.

8600 Finance/Administration

The owner/operator of the source of fire (facility, vessel, or platform) is responsible for the financial costs associated with marine firefighting. During the initial phases of the fire response, each responding entity would maintain their own cost accounting using their established organizational procedures. In the event of a large incident that extends into a long period of response, a more unified Finance/Administration Section may be established.

A marine fire may lead to the release of harmful quantities of oil or hazardous substances. Dependent on the severity of the fire, the Federal On-Scene Commander can access either the Oil Spill Liability Trust Fund (OSLTF) or the Superfund (CERCLA) to fund all appropriate measures of response to cleanup, mitigate, or prevent a release into the environment. In the most severe of circumstances, it may be appropriate for the FOSC to fund firefighting resources if the Responsible Party has not taken adequate or appropriate actions. See Section 6000 (Basic Plan) for accessing either the OSLTF or CERCLA funds.

8610 Financial Responsibility

If there is not a RP, the USCG can open the OSLTF/CERCLA if there is an oil or hazardous chemical spill or threat of one. If there is a RP and Federal funds are used for response expenses, those expenditures WILL be recovered from the RP. The COTP shall generate a Pollution Removal Authorization for other emergency response organizations that have been requested and utilized.

8611 Government Liability

An owner/master, charter, or agent who wishes to enter or move within the port to save a vessel or cargo must indemnify (hold harmless) the port, its board, or federal and local governments for damage or injury suffered as a result of fire or vessel movement during a casualty.

8612 Response Cost Considerations

Response funding is available through the OSLTF or CERCLA when a substantial threat of pollution or HAZMAT release to the marine environment exists, in which case commercial resources can be contracted for mitigation.

8700 Marine Firefighting Resources

Refer to Section 9230.6 for a list of firefighting resources.

In addition to local fire departments (generally covered under various "Mutual Aid Agreements" within the State of Texas), the following firefighting resources are available:

8710 Marine Firefighting Resources

Port of Houston Authority (PHA) (CIMA Member)
111 East Loop North PO Box 2562 Houston, TX 77252-2562 PHA Dispatch (24x7) Phone: (713) 670-3611
Resources 3 Fireboats Fireboat #1 – Turning Basin Terminal Fireboat #2 – Barbours Cut Terminal Fireboat #3 – Bayport Terminal (at Barbours Cut until spring of 2015 when dock is built at Bayport)
Characteristics: Length 70 feet, beam 23 feet, draft 3 feet. Capable of 47 knots. Four firefighting pumps produce 13,600 GPM at 150 PSI, or 17,000 GPM at 130 PSI, streaming up to 450 feet from roof mounted monitor.
Channel Industries Mutual Aid (CIMA)
PO Box 866 1450 East Blvd Deer Park, TX 77536-0886 Phone: (281) 476-5040
Resources 110 industrial companies with over 200 pieces of apparatus Approximately 65 personnel are marine firefighting trained CIMA Specialists are trained to serve in all key positions within ICS Note: See the CIMA Manual for a full listing of resources
Seabrook Police Department
1400 Cook St. Seabrook, TX 77588 Tel: (281) 291-5610 Fax: (281) 291-5620
Seabrook Volunteer Fire Department
P.O. Box 98 Seabrook, TX 77586 Tel: (281) 291-5650 Resources: F/B MISS LOIS (1200 GPM) Seabrook Shipyard on Clear Lake

Texas City Industrial Mutual Aid (IMAS)
c/o Texas City Fire Department 1725 25th Street North Texas City, TX 77590-4930 Tel: (409) 643-5700 Resources 17 industrial companies Note: See IMAS Manual for a full listing of resources
Brazosport Industrial CAER
c/o Dow Chemical 2301 Brazosport Blvd Freeport, TX 77541 Tel: (979) 238-2112 Resources Note: See Brazosport Industrial CAER Manual for a full listing of resources
Southeast Texas Mutual Aid Group (SETMAG)
Bay City, TX Resources Note: SOP's and equipment lists are under development

8720 Contract Marine Firefighting Resources

Williams Fire & Hazard Control
PO Box 1359 Mauriceville, TX 77626 Tel: (281) 999-0276 (24 Hr), (409)-727-2347 (24 Hr) (800) 231-4613
Resources 24,000 GPM capability 4-hour response time
Wild Well Control
Drilling Technology Center 2202 Oil Center Court Houston, TX 77073 Phone (281) 784-4700 Fax (281) 784-4750
Resources 65,000 GPM capability 2-hour response time Salvage support and full-salvage engineering Contract Salvage Resources

Marine Response Alliance
Drilling Technology Center 2202 Oil Center Court Houston, TX 77073 (281) 784-4700 (281) 784-4750 (fax)
Resources Salvage support and full-salvage engineering Full salvage and lightering Dive capability and support
T&T Marine
9723 Teichman Rd. Galveston, TX 77554 phone (409) 744-1222 phone (281) 488-5757
Resources 125 foot Work Barge (limited to protected waters operations) Large capacity pump capabilities (6000 GPM) Complete with on board crane Personnel are NOT trained marine firefighters

8730 Contract Support Resources

Skaugen Petro Trans INC.
909 Fannin, Suite 3300 Houston, TX 77010 phone (713) 266-8000
Resources M/V GULF PROTECTOR, 180 foot Offshore Supply Vessel (10,600 GPM) and foam M/V GULF DEFENDER, 180 foot Offshore Supply Vessel (10,600 GPM) and foam MCD 380, 120 foot deck barge outfitted with 40000 cubic meters nitrogen

8740 State of Texas Resources

Texas Department of Transportation (TDOT)
Galveston-Port Bolivar Ferry System P.O. Box 381 Galveston, TX 77553-0381 phone (409) 795-2230
Resources Can be used to place fire apparatus on board as available

Texas Department of Public Safety, Division of Emergency Management
Coordinator – Nim Kidd P.O. Box 4087 5805 N. Lamar Blvd. Austin, TX 78773-0001 Phone (512) 424-2138 (day) Phone (512) 424-2208 (24 Hr)
Highway Patrol Service Regions 2A, 2C, and sub 2C
Disaster District Chairman 12230 West Road Houston, TX 77065 phone (281) 517-1217 phone (713) 957-6192
State emergency management agency
Access this system through local law enforcement, fire service, or emergency- management office State Coordinator David Popoff (Region 2) phone: (713) 504-4392
Texas Engineering Extension Service, Emergency Service Training Institute
The Texas A&M University System College Station, TX 77843-8000 Michael Wisby - Program Manager phone (979) 845-3605 Jon Swain - Program Manager phone (979) 845-6551 Pat Barrett - Program Manager phone (979) 845-2595
Resources Supports Department of Public Services as requested by municipal and County Could obligate up to 4 persons (2 for Command Post and 2 in DPS EOC)

8800 Marine Firefighting Locations

Firefighting response operations can be greatly enhanced and simplified if the vessel is alongside a dock rather than in open waters. Should a vessel fire occur when the vessel is away from a dock, it would be beneficial if the vessel could be berthed at a suitable location. 33 CFR 161.111 gives the Captain of the Port the authority to direct the movement of vessels to ensure safety within the port.

Depending on the nature of the emergency, berthing selection may have to be made by either VTS Houston-Galveston personnel or the Situation Controller at the Sector Houston – Galveston Command Center. If possible, consensus building among stakeholders in the port area could minimize later problems and ensure smoother operations. Potential marine firefighting locations were selected based on a variety of criteria, including:

- Life safety;
- Availability of dock space;
- Accessibility for firefighting resources;
- Minimizing hazards for the adjacent community;
- Minimizing hazards to other potential exposures (facilities, docks, structures, etc.).
- Vessel traffic and facility operations.

8810 Pre-designated Dock Locations

It must be stressed that these pre-designated locations are planning factors and that the actual incident may dictate deviation from this pre-event plan. A checklist to aid in determining which facility should be used to berth a vessel is included at the end of this portion of the plan.

- Houston
- Barbours Cut/LASH Dock
- Jacintoport
- CARE Docks
- Adams
- New Manchester
- City Docks 10, 11, 30, 32
- Texas City
- Galveston locations if possible
- Destination dock (if Galveston locations not feasible)
- Galveston
- RO/RO Dock
- Newpark Shipyard (Pelican Island)
- Freeport
- City Docks

8900 Marine Firefighting Checklists

8910 Marine Firefighting Checklist

See Appendix B *Sample Vessel Fire Checklist* in NFPA 1405 (ref. C)

8920 Marine Firefighting Dock Selection Checklist

Vessel Name _____

Destination Dock _____ (or "Outbound")

	YES	NO
Is the destination dock available?		
Do firefighting resources have access to the destination dock?		
Is there a closer pre-designated dock?		
Name of closer pre-designated dock		
Is the pre-designated dock available?		
Are there life safety issues of to address? List these below.		
Are there community concerns that need to be addressed? List these below.		
Are there exposure concerns? List these below.		

Life Safety Issues:

Community Concerns:

Exposure Concerns:

Berth Selected:

Berth Selected by:

Name (Signature & Print)

9000 APPENDICES

9100 Emergency Notification

A substantial spill of oil usually has a responsible party (RP) who is aware the discharge has occurred; i.e., vessel grounding or collision, or a tank or pipeline rupture at a facility. The party responsible for a discharge of oil into the navigable waters of the United States is required by federal law to immediately report the discharge to the National Response Center. Time permitting, the parties are recommended to contact the local Coast Guard Sector Office. If the discharge occurs within the jurisdiction of a state, then the RP is required to report it to the appropriate state. The numbers below are provided to help facilitate this process.

NRC USCG	800-424-8802
TGLO	800-832-8224
TRRC	512 463-6788
Sector Houston	281-464-4854
MSU Texas City	409-682-1264
TCEQ	800-832-8224/ 713-767-3563

9110 Initial Assessment and Response Action Checklist

Date/Time of Notification _____

Reporters Name: _____ Address: _____

Phone No: _____ City: _____

Company: _____ State: _____ Zip Code: _____

Title: _____

Latitude: _____ Longitude: _____

River Mile: _____

Incident Location: _____

Incident Description: _____

Source and/or Cause:

Vessel Name and Number: _____

Facility Name: _____

Date of Incident: _____ Time of Incident: _____

Material Discharged: _____ Quantity: _____

Is the material in the water? _____(Y/N) Is the Source Secured: _____(Y/N)

Incident Commander: _____

Where is Incident Command Post:

Directions:

Actions taken to Correct, Control or Mitigate Incident:

Number of Injuries: _____ Number of Fatalities: _____

Were there evacuations? _____(Y/N) Number of Evacuated: _____

Areas Affected: _____

9200 Personnel and Services Directory

9210 Federal Resources/Agencies

9211 Department of the Interior

(Includes: U.S. Fish and Wildlife Service, National Park Service, Bureau of Safety and Environmental Enforcement (BSEE) and the Bureau of Ocean Energy Management (BOEM), Bureau of Land Management, Bureau of Reclamation, Bureau of Indian Affairs, U.S. Geological Survey, Office of Surface Mining)

Office of Environmental Policy and Compliance
1001 Indian School Road NW, Suite 348 Albuquerque, NM 87104
Phone:(505) 563-3572 Fax:(505) 563-3066 Emergency:(505) 249-2462
U.S. Fish and Wildlife Service
17629 El Camino Real, Suite 211 Houston, TX 77058
Phone:(281)286-8282 Fax:(281)488-5882 Cell:(713) 542-1873

9212 NOAA

Scientific Support Coordinator (SSC)
Commander (mssc) Eighth Coast Guard District 500 Poydras Street New Orleans, LA 70130
phone:(504) 589-4416 phone:(504) 589-4414 fax:(504)584-4999 emergency:(206)526-4911
NOAA Scientific Support Coordinator (SSC)
Paige Doelling
13411 Hillard Street Suite: 4S04 Houston, TX 77034
phone:(206) 549-7819 emergency:(206)526-4911 email: Paige.Doelling@noaa.gov

Region 6 RRT Representative
NOAA GOM Disaster Response Center
Charlie Henry, Director
7344 Zeigler Blvd. Mobile, AL 36608
phone:(251) 544-5008 phone: (206) 849-9928 email: charlie.henry@noaa.gov
National Marine Fisheries Service
4700 Ave U Galveston, TX 77551-5997
phone:(409) 766-3699 fax:(409) 766-3575
Deputy Director of NOAA's Gulf of Mexico Disaster Response Center
Jessica White
NOAA GoM Disaster Response Center 7344 Zeigler Blvd. Mobile, AL 36608
phone: (251) 544-5009 phone:(206) 719-5439
NOAA Rapid Assessment Program Manager (HAZMAT)
7600 Sand Point Way NE Building 3, Room 2005 Seattle, WA 98115
phone:(206) 526-4911 fax:(206) 526-6329
NOAA Discharge and Release Trajectory Modeling
NOAA/NOS/ORCA/HMRAD 7600 Sand Point Way, NE Bin C15700 Seattle, WA 98115-0070
pager:(800) 759-7243 PIN #2168798 fax:(206) 526-6329 fax:(206) 526-6317 NOAA Hazmat Duty Officer emergency:(206) 526-4911

9212.1 Oceanic and Atmospheric Modeling

National Weather Service
Meteorologist in Charge
phone:(281) 337-5074 x 232

Houston-Galveston Weather Forecast Office
1353 FM 646 W Dickinson, TX 77539
phone:(281) 337-5192 x 0 fax: (281) 337-3798

9213 Bureau of Safety and Environmental Enforcement (BSEE)

Lake Jackson District
Oak Park Center 102 Oak Park Drive, Suite 200 Clute, TX 77531
phone:(979) 238-8121 fax:(979) 238-8122 cell:(979) 292-9334
Pipeline Section
Mail Stop 5232 Elmwood Park Blvd New Orleans, LA 70123-2394
phone: (504) 736-2814 fax:(504) 736-2408 cell:(504) 452-3562

9214 U.S. Coast Guard

USCG Eighth District Response Advisory Team (DRAT)
Commander (imt)
Eighth Coast Guard District 500 Poydras Street New Orleans, LA 70130-3310
phone:(504) 671-2231 emergency:(504) 589-6225
USCG Sector Houston-Galveston
13411 Hillard St, Houston, TX 77034
phone:(281) 464-4800 fax:(281) 464-4814 emergency:(281) 464-4840 x4854
USCG Marine Safety Unit (MSU) Texas City
3101 FM 2004 Texas City, TX 77591
phone:(409) 978-2700 fax:(409) 978-2671 emergency:(409) 682-1264

USCG National Strike Force (NSF)
National Strike Force Coordination Center (Elizabeth City, NC) phone:(252) 331-6000
Atlantic Strike Team (Fort Dix, NJ) phone:(609) 724-0008
Gulf Strike Team (Mobile, AL) phone:(251) 441-6601
Pacific Strike Team (Novato, CA) phone:(415) 883-3311
USCG Air Station Houston
Media Relations Branch USCG Commandant (G-CP-2) Phone: (202) 372-4620 2100 Second Street SW Washington, DC 20593
phone:(202) 372-4620 fax:(202) 267-4307 emergency:(202) 372-2100

9214.1 USCG Public Affairs

USCG Commandant's Media Relations Branch
Media Relations Branch USCG Commandant (G-CP-2) 2100 Second Street SW Washington, DC 20593
phone:(202) 372-4620 fax:(202) 267-4307 emergency:(202) 372-2100
USCG Atlantic Area Public Affairs
USCG Atlantic Area PA 431 Crawford Street Portsmouth, VA 23704-5004 Phone:(757) 398-6272
USCG Public Information Assist Team (PIAT)
NSFCC - PIAT 1461 US Highway 17 North Elizabeth City, NC 27909
phone:(252) 331-6000 x 3025 fax:(252) 331-6012

USCG Eighth District Public Affairs
USCG 8th District (de) 500 Poydras Street Suite 1324 New Orleans, LA 70130
phone:(504) 671-2020 fax:(504) 671-2022 emergency:(504) 589-6225
USCG PADET - Houston
phone: (281) 464-4810 fax:(281) 464-4815 emergency:(281) 464-4840 x4854
USCG Sector Houston Galveston Public Affairs
USCG Sector Hou-Galv 13411 Hillard ST Houston, TX 77034
phone:(281) 464-4810 fax:(281) 464-4815 Emergency(281) 464-4840 x4854

9214.2 USCG Reserve

Unit reserve personnel may be a valuable resource that can be used to augment active duty forces during an event. Reservists could be called upon to assist either as on-scene response personnel or to back-fill positions at the unit, enabling active duty personnel to respond to the event. Unless an involuntary mobilization is ordered, similar to what has happened in the past for recovery efforts following natural disasters, reservists cannot be forced to activate for these events. However, voluntary mobilization of reservists and strategic use of regular IDT drills, ADT, or ADSW-AC to support these events may be an option. Reserve personnel with unique skills such as boat crew, coxswain, and many of the marine safety field qualifications can be force-multipliers on scene. Reservists that are qualified command duty officers, OODs, and with other support skills can augment at the unit or fill Incident Command System (ICS) positions. The unit maintains an updated roster of reserve personnel with contact information that can be used to notify reservists for rapid recall following an incident.

9214.3 USCG Auxiliary

The USCG Auxiliary is an organization dedicated to support of the USCG. Auxiliarists may be a valuable resource that can be used to augment active duty forces during an event. Auxiliarists could be called upon to assist either as on-scene response personnel or to back-fill positions at the unit, enabling active duty personnel to respond to the event. Auxiliarists are volunteers and cannot be forced to activate for these events. However, the members of the Auxiliary are highly motivated, very willing to volunteer, and can be available for incident support very quickly, often within hours of notification. Auxiliarists with unique skills such as boat crew, coxswain, pilot, and many of the marine safety field qualifications can be force-multipliers on scene. In addition, Auxiliarists can provide expertise outside of the normal USCG Marine areas. Members of the Auxiliary have personal career expertise in very diverse areas such as law, law enforcement, fire response, aviation, computer security, & refinery operations. Auxiliarists have been qualified to fill many positions in the USCG including Incident Command System (ICS) positions. The Division Commanders and Air/Marine Coordinators maintain an updated roster of auxiliary personnel with contact information that can be used to request rapid support following an incident. Auxiliary Contacts (Houston Area)

USCG Auxiliary Division 6 Commander
Trevor Jones
phone (h): (979) 345-4800 phone (c): (713) 304-4801 Email: tangocharlie2001@yahoo.com
USCG Auxiliary Division 6 Vice Commander
Pat Cooney
phone (h): (713) 706-4114 phone (c): (281) 226-3705 Email: patcooney@att.net
USCG Auxiliary Marine coordinator (DIV 6)
Gary Schroeder
phone (c):(281) 450-4262 phone (w):(713) 678-9053 Email: gschroeder4@att.net
USCG Auxiliary Air Coordinator (Div 6)
John Manganaro
Phone (h):(281) 324-3481 Phone (c):(832) 646-4157 Phone (w):(281) 464-4724 Email: jmanga@aol.com
Auxiliary Contacts (North)
USCG Auxiliary Division 5 Commander
James M. Coyne
Phone:(C) (214) 355-6446 Phone: (H): (214) 355-6446 email:jcoynm@gmail.com
USCG Auxiliary Division 10 Commander
Walter R. Evanyk
Phone:(C) (469) 831-0917 Phone:(W) (972) 792-9600 email: blueleaderus@verizon.net
USCG Contacts
USCG Auxiliary Liaison Officer (AUXLO) - Aviation
LTJG Allan Carroll USCG Air Station Houston
Phone: (713) 578-3000 Ext 1 Email: Allan.L.Carroll@uscg.mil
USCG Auxiliary Liaison Officer (AUXLO) - Marine
CWO Jay Greiner USCG Sector Houston-Galveston
Phone: (281) 464 4800 Email: jay.o.greiner@uscg.mil

9215 Environmental Protection Agency (EPA)

EPA Response & Prevention Branch
1445 Ross, Mail Code 6SF-P Dallas, TX 75202
phone:(214) 665-6428
EPA Region 6 Public Affairs
1445 Ross Avenue Dallas, TX 75202
toll free: (800) 887-6063 phone: (214) 665-2220 fax:(214) 665-2118

9216 Department of Defense

USN Supervisor of Salvage
Washington Navy Yard 1333 Isaac Hull Washington, DC 20151
phone:(202) 781-3889
U.S. Army Diving Detachment Assistance
U.S. Army Diving Company (PROV) Fort Eustis, VA 23604 CG Liaison: SGT Connor
phone: (757) 878-5780/3500
U.S. Army 6TH Weapons of Mass Destruction/CST
Camp Mabry, Bldg 87 PO Box 5218 Austin, TX 78763-5218
phone:(512) 782-1900 fax:(512) 782-1949
United States Air Force Auxiliary (CAP)
Texas Wing Phone:(281) 341-9744 pager:(281) 661-5249
Louisiana Wing phone:(337) 437-1309 phone:(337) 439-9911 admin # for 911 phone:(337) 438-0435
24 Hour (CAP HQ) phone: (888) 211-1812

9217 Agency for Toxic Substance and Diseases (ATSDR)

CDC
1600 Clifton Road NE (E-57) Atlanta, GA 30333
phone:(404) 498-0120

9218 Miscellaneous Federal Agencies/Resources

National Response Center (NRC)
Phone:(800)424-8802
Chemtrec
phone:(800)424-9300
Agency for Toxic. Substance
phone:(800)232-4636
EPA Region 6
phone:(214)665-2275
emergency:(866)372-7745
Freon
phone:(800)296-1996
Public Information
Phone:(800)887-6063
EPA Houston Criminal Investigators
phone:(713)209-4900
FBI
phone:(713)693-5000
NOAA Doug Helton (HAZMAT Response)
Seattle
Phone:(206)526-4911
New Orleans
phone:(504)589-4414/4416

Local Weather Information
unpublished:(281)337-5192 x0
USCG Sector Houston-Galveston
phone:(281)464-4800
emergency:(281)464 4840/4854
USCG MSU Texas City
phone:(409) 978 2700
emergency:(409) 682-1264
USCG Station Galveston
phone:(409) 766-5633
National Weather Service
phone:(830) 606-3617
DOI (U.S. Fish & Wildlife Service)
phone:(281) 286-8282
U.S. Army Corps of Engineers
phone:(409) 766-3045
US Geological Survey - Texas Water Science Center
phone:(512) 927-3500
OSHA
phone:(281) 591-2438

9220 State Resources/Agencies

9221 Texas Department of Public Safety

Texas Department of Public Safety
12230 West Road Houston, TX 77065
phone:(281) 517-1200 fax:(281) 517-1310

Division of Emergency Management (DEM)
P. O. Box 4087 Austin, TX 78773-0001
phone:(512) 424-2208 after hours:(512) 424-2208
DEM Regional Liaison Officer
Region 2A (Harris) Region Sub 2 A (Galveston and Brazoria Counties) Region 2C (Liberty and Chambers Counties)
phone: (512) 424-5677

9222 Texas General Land Office (TGLO)

TGLO Houston Regional Office
11811 North Avenue D La Porte, TX 77571
phone:(281) 470-6597 fax:(281) 470-6679
TGLO Austin Headquarters Public Information
1700 North Congress #825 Austin, TX 78701-1496
phone:(512) 463-5001 fax:(512) 475-1415
TGLO Oil Spill Prevention and Response
1700 N. Congress Ave., Suite 340 Austin, TX 78701-1495emergency:(800) 832-8224
phone: (512)475-1575 fax:(512) 475-1560 emergency:(800) 832-8224
TGLO Professional Service
1700 North Congress Avenue Austin, TX 78701-1495
phone:(512) 936-1929 fax:(512) 465-1560

9223 Texas Commission on Environmental Quality (TCEQ)

TCEQ Headquarters
MC133 P. O. Box 13087 Austin, TX 78711- 3087
phone: (512) 239-1000 cell:(512) 656-2833 fax:(512) 239-4814

TCEQ Galveston Bay Estuary Program - Program Director
TCEQ GBEP 17041 El Camino Real, Suite 210 Houston, TX 77058
phone:(281) 218-6461 fax:(281) 218-6807
TCEQ Austin Headquarters Public Affairs
Media Relations TCEQ PO Box 13087 Austin, TX 78711-3087
phone:(512) 239-5544 fax:(512) 239-5779 emergency:(512) 239-5000
TCEQ Pollution Cleanup Division
Messinger Bldg. D 12100 Park 35 Circle Austin, TX 78753
phone:(512) 239-2507 (24 hrs) fax:(512) 239-2527 emergency:(800) 832-8224
TCEQ Houston Office
Emergency Response Polk, Suite 8 Houston, TX 77023
phone: (713) 767-3563 phone:(713) 767-3500 x5425 fax:(713) 767-3520 emergency:(800) 832-8224

9224 Texas Parks and Wildlife Department

Texas Wildlife Services State Director
Mike Bodenchuck P.O. Box 690170 San Antonio, TX 78201
phone:(210) 472-5451 fax:(210) 561-3846
Texas Parks and Wildlife Department - Houston Region 4 Office
1502 FM 517 East Dickinson, TX 77539 Houston, TX 77058
phone: (281) 534-0100 fax:(281) 534-0122 emergency:(281) 842-8100

9225 Texas Poison Center

Texas Poison Center
phone: (800) 222-1222

9226 Railroad Commission of Texas

Railroad Commission Houston District 3 Office District Director
Texas Railroad Commission 1706 Seamist Drive, Ste. 501 Houston, TX 77008-3135
phone:(713) 869-5001 fax:(713) 869-9621 emergency:(512) 463-6788

9227 Texas Department of Health (TDH)

Texas Department of Health Headquarters
1100 West 49th Street Austin, TX 78756
phone:(512) 458-7111 phone:(888) 963-7111
TDH Seafood Safety
848 Grand Ave. Baycliff, TX 77518
phone:(281) 559-3187 fax:(281) 559-3135

9228 State Historic Preservation Office

Texas Historical Commission - Archeology Division
P. O. Box 12276 Austin, TX 78711-2276
phone:(512) 463-6096 fax:(512) 463-8927
Texas Tribal Affairs Division
Mr. Kerry Nichols Kerry.Nichols@thc.state.tx.us
Mobile (573)310-4217 Office (512)463-6508

9229 Miscellaneous State Agency/Resources

Texas Department of Health Seafood Safety
phone:(281) 559-3187
Bureau of Radiation Control
emergency:(512) 458-7460
Texas Fire Marshall
phone:(512) 305-7900
phone:(800) 578-4677
Texas Department of Public Safety
phone: (512) 424-2000
Texas Division of Emergency Management
phone: (281) 517-1200
Texas Department of Transportation(TXDOT)
phone: (713) 802-5000

9230 Local Resources/Agencies**9231 Local Emergency Planning Committees (LEPC)**

Baytown LEPC
205 East Wye Baytown, TX 77520
phone:(281) 420-6556 fax:(281) 420-6566
Deer Park LEPC
710 East Augustine St. P.O. Box 700 Deer Park, TX 77536
phone:(281) 478-7248 fax:(281) 478-7217
Galena Park LEPC
P.O. Box 46 Galena Park, TX 77547
phone:(713) 674-8424 phone: (713) 674-5311

Houston LEPC
P.O. Box 10817 Houston, TX 77206-0817 phone:(713) 884-3786
North Channel LEPC
P.O. Box 1847 Channelview, TX 77530 phone:(713) 674-1841
Pasadena LEPC
1201 David St. P.O. Box 672 Pasadena, TX 77506 phone: (713) 475-5588

9232 Local Emergency Management Contacts

Alvin Emergency Management
phone:(281) 388-4370
Anahuac, Mayor's Office
phone:(409) 267-6682
Matagorda Co. Emergency Management
phone:(979) 323-0707
Bayou Vista Emergency Management
phone: (409) 935-0449
Baytown Emergency Management
phone:(281) 420-6556
Brazoria City Emergency Management
phone:(979) 798-2489
Clear Lake Shores Emergency Management
phone:(281) 334-1034
Clute Emergency Management
phone:(979) 265-6194
Deer Park Emergency Management
phone: (281) 478-7298 emergency:(281) 479-1511

Galveston County Emergency Management
phone:(281) 309-5002
Freeport Emergency Management
phone:(979) 233-2111
Galena Park Emergency Management
phone:(713) 675-3471
Galveston Emergency Management
phone:(409) 765-3710
Hitchcock Emergency Management
phone:(409) 986-5559
Houston Emergency Management
phone:(713) 884-4500
Houston Pollution Control Office
phone:(832) 393-5730
Harris County Office of Emergency Management
phone:(713) 881-3100
Jacinto City Emergency Management
phone:(713) 674-8424
Jamaica Beach Emergency Management
phone:(409) 737-1142
Jones Creek Emergency Management
phone:(979) 233-2700
Kemah Emergency Management
phone:(281) 334- 9229
La Marque Emergency Management
phone:(409) 938-9260
Lake Jackson Emergency Management
phone:(979) 415-2714

La Porte Emergency Management
phone:(281) 471-3810
League City Emergency Management
phone:(281) 554-1300
Morgan's Point Emergency Management
phone:(281) 471-2171
Nassau Bay Emergency Management
phone:(281) 333-4200
Oyster Creek Emergency Management
phone:(979) 233-8481
Pasadena Emergency Management
phone:(713) 475-5588
Quintana Emergency Management
phone:(936) 537-2507
Seabrook Emergency Management
phone:(281) 291-5600
Surfside Beach Emergency Management
phone:(979) 233-1531
Sweeny Emergency Management
phone:(979) 548-3320/3325
Texas City Emergency Management
phone: (409) 948-2525
Webster Emergency Management
phone: (281) 332-8110

9233 Local Emergency Response/Environmental Agencies

9233.1 County Offices

Brazoria County
Brazoria County Health Department
phone:(281) 331-6101

Chambers County
Chambers County Office of Emergency Management
phone:(409) 267-8343
Chambers County Sheriff's Office
phone:(409) 267-8318
fax:(409) 267-8389
Colorado County
Colorado County Office of Emergency Management
phone:(979) 732-2435
fax:(979) 732-2435
Fort Bend County
Fort Bend County Office of Emergency Management
phone:(281) 342-6185
emergency: (281) 341-4655
fax:(281) 342-4798
Galveston County
Galveston County Health Department
phone:(409) 938-2251
fax:(409) 938-2271
Galveston Beach Patrol
phone:(409) 766-2331
Harris County
Harris County Environmental Enforcement
phone:(281) 463-4619
Harris County Office of Emergency Management
phone:(713) 881-3100
fax:(713) 881-3077

Harris County Sheriff's Department
phone:(713) 221-6000
fax:(713) 445-8050
Harris County Fire Marshal
phone:(281) 436-8121
Harris County Pollution Control Division
phone:(713) 920-2831
Harris County Flood Control
phone:(713) 684-4000
pager:(713) 684-2517
cell:(281) 780-1641
Harris County HAZMAT
phone:(800) 590-0005
Liberty County
Liberty County Sheriff's Department
phone:(936) 336-4500
Liberty County Office of Emergency Management
phone:(936) 334-3219
Matagorda County
Matagorda County Health Department
phone:(979) 244-2717
Montgomery Co.
Montgomery Co. Office of Emergency
phone:(936) 523-3900
Montgomery County Health Department
phone:(936) 539-7839
Walker County
Walker County Office of Emergency Management
phone:(936) 435-2400

Waller County
Waller County Sheriff Department
phone:(979) 826-8282
Wharton County
Wharton County Office of Emergency Management
phone:(979) 532-1123
Wharton County Constable
phone:(979) 543-1373
phone:(979) 532-1550

9233.2 City Offices

BAYTOWN
Baytown Fire Department
phone:(281) 422-2311
Baytown EMS
phone:(281) 422-0044
Baytown Police
phone:(281) 422-8371
BEACH CITY
Beach City Fire Department
phone:(409) 267-8318
Beach City Police
phone:(409) 267-8318
phone:(409) 267-8322
CHANNELVIEW
Channelview Fire Department
phone:(281) 847-5544

Channelview Police
phone:(713) 221-6000
CLEAR LAKE SHORES
Clear Lake Shores Police
phone:(281) 538-0659
CONROE
Conroe Fire Department
phone:(936) 522-3080
DEER PARK
Deer Park Fire Department
phone:(281) 478-7281
Deer Park Police
phone:(281) 478-2000
FRIENDSWOOD
Friendswood Fire Department
phone:(281) 996-3360
FREEPORT
Freeport Fire Department
phone:(979) 233-2111
Freeport Fire Marshal
phone:(979) 236-4710
Freeport Police
phone:(979) 239-1211
GALENA PARK
Galena Park Fire Department
phone:(713) 674-5311
Galena Park Police
phone:(713) 675-3471
GALVESTON

Galveston Fire Department
phone:(409) 797-3850
Galveston Police
phone:(409) 797-3700
Galveston Emergency Management
phone:(409) 765-3710
Galveston Port Police
phone :(409) 766-6173
HIGHLANDS
Highlands Fire Department
phone:(281) 843-2466
HOUSTON
Houston HAZMAT
phone:713-928-6711
fax:(713) 928-6160
Chief
cell:713-308-1600
pager:(713) 891-0042
Senior Captain
cell:(713) 859-3236
pager:(713) 606-9470
Houston OEM POC
phone:(713) 884-4563
Houston Police
Dispatch:(713) 884-3131
Command Center:(713) 308-1500
Houston Police Department Environmental
phone:(832) 394-0770
phone:(832) 394-0768
City of Houston Health Department
phone:832-393-5169

Houston BAQC
phone:(832) 393-5730
Public Works
phone:311
Command Center Manager
phone:832-395-2511 (24 hrs)
PORT OF HOUSTON
Port of Houston
phone:(713) 670-3600
Chief of Port Police
cell:(713) 670-3646
Port of Houston Fire Boat
phone:(713) 470-5555
JACINTO CITY
Jacinto City Fire Department
phone:(713) 674-1841
Jacinto City Police
phone:(713) 672-2455
KEMAH
Kemah Police
phone:(281) 334-5414
LA PORTE
La Porte Fire Department
phone :(281) 471-3607
phone:(281) 471-3810 (24 hrs)
LEAGUE CITY
League City Fire Department
phone:(281) 554-2566
League City Police
phone:(281) 332-2566

MANVEL
Manvel Fire Department
phone:(281) 692-0279
NASSAU BAY
Nassau Bay Fire Department
phone:(281) 333-2677
phone:(281) 332-2426 (24 hrs)
Nassau Bay Police
phone:(281) 333-4200
PASADENA
Pasadena Fire Department
phone:(713) 475-5554
Pasadena Police
phone:(713) 477-1221
Pasadena Public Works
phone:(713) 475-7836
PEARLAND
Pearland Fire Department
phone:(281) 652-1923
SEABROOK
Seabrook Fire Department
phone:(281) 474-3434
Seabrook Police
phone:(281) 291-5610
SHELDON
Sheldon Fire Department
phone:(281) 458-1431
TEXAS CITY

Texas City HAZMAT
phone:(409) 643-5700
Texas City Harbor Master
phone:(409) 945-5011
WEBSTER
Webster Fire Department (Chief)
phone:(281) 316-3730
Webster Police
phone:(281) 332-2426

9234 Law Enforcement Agencies

KEMAH POLICE DEPARTMENT
1401 State Highway 146
Kemah, TX 77565
phone:(281) 334-5414
DEPT. OF PUBLIC SAFETY
12230 West Road
Houston TX 77065
phone:(281) 517-1200
GALVESTON POLICE
1402 Harborside Dr
Galveston, TX 77550
phone:(409) 765-3702 (24 hrs)
phone:(409) 797-3700
FREEPORT POLICE
430 N. Brazosport
Freeport, TX 77541
phone:(979) 239-1211
LAPORTE POLICE DEPT.
3001 N 23rd
La Porte, TX 77571
phone:(281) 471-3810

PASADENA POLICE DEPT.
1201 Davis St.
Pasadena, TX 77506
phone: (713) 477-1221
SEABROOK POLICE DEPT.
1400 Cook Street
Seabrook, TX 77586
phone: (281) 291-5610
CLEARLAKE SHORES POLICE DEPT
1006 South Shore Drive
Clear Lake Shores, TX 77565
phone:(281) 538-0659
MORGANS POINT POLICE DEPT
3001 N 23rd
La Porte, TX 77571
phone:(281) 471-2141
GALENA PARK POLICE DEPT.
2007 Clinton Drive
Galena Park, TX 77547
phone:(713) 675 3471
EL LAGO / LAKEVIEW POLICE DEPT.
98 Lakeshore Drive
El Lago, TX 77586
phone:(281) 326-5900
JACINTO CITY POLICE DEPT.
10429 Market Street
Jacinto City, TX 77029
phone:(713) 672-2455
DEER PARK POLICE DEPT.
2911 Center St.
Deer Park, TX 77536
phone:(281) 478-2000

SHOREACRES / LAKEVIEW POLICE DEPT.
601 Shoreacres Boulevard
La Porte, TX 77571
phone:(281) 471-2141
HOUSTON POLICE DEPT.
61 RIESNER
HOUSTON, TX 77002
phone:713-884-3131
TEXAS CITY POLICE
1004 9th Ave
TEXAS CITY, TX 77590
phone:(409) 948-2525
GALVESTON PORT POLICE
123 25TH STREET
GALVESTON, TX 77550
phone:409-766-6169
GALVESTON COUNTY SHERIFF
715 19TH STREET
GALVESTON, TX 77550
phone:(409) 766-2300
BRAZORIA COUNTY SHERIFF
3602 CR 45
ANGLETON, TX 77515
phone:(979) 864-2214
HARRIS COUNTY SHERIFF
1301 FRANKLIN
HOUSTON, TX 77002
phone:(713) 221-6000
Houston Police Department Bomb Squad - Tactical Support Command
1500 W. Dallas
Houston, TX 77019
phone:(832) 394-4100

9235 Port Authority/Harbormaster

GALVESTON WHARVES BOARD
123 Rosenberg phone:
Galveston, TX 77550
(409) 765-9321
phone: (409) 766-6176 (24 hrs)
PORT OF FREEPORT
PO. Box 615
Freeport, TX 77542
phone: (979) 233-2667 (24 hrs)
TEXAS CITY HARBOR MASTER
2425 Hwy 146 N phone:
Texas City, TX 77590
(409) 945-5011 (24 hrs)
PORT OF HOUSTON AUTHORITY
111 East Loop N.
Houston, TX 77029-4326
phone: 713-670-3620 (24 hrs)
PORT OF TEXAS CITY
P.O. Box 591
Texas City, TX 77592
phone: (409) 945-4461
phone: (409) 945-4461 (24 hrs)
AMATO LINE HANDLERS CO.
Texas City, TX
phone: (409) 945-7335 (24 hrs)

9236 Fire Departments

GALVESTON
phone:(409) 797-3850
phone:(409) 797-3880
FREEPORT
phone:(979) 233-2111

TEXAS CITY
phone:(409) 643-5700
BAYOU VISTA*VOLUNTEER
phone:(409)935-5750
CRYSTAL BEACH *VOLUNTEER
phone:(409) 684-6311
PORT BOLIVAR *VOLUNTEER
phone:(409) 684-1984
DEER PARK
phone:(281) 478-2043
(281) 478-7281
BAYTOWN
phone:(281) 422-2311
LAPORTE
phone:(281) 471-3607
GALVESTON EMS
phone:(409) 765-2524
Emergency:(911)
HOUSTON
phone:(713) 247-5000
SEABROOK VOLUNTEER
phone:(281) 474-2101
GALENA PARK
phone:(713) 674-5311
KEMAH VOLUNTEER FD
phone:(281) 538-5727

9237 Hazardous Substances Response Teams

HARRIS COUNTY
Harris County Sheriff
Office of Emergency Management
phone: (713) 221-6000
phone: (713) 881-3100
Houston Fire Department
Hazmat Team
phone: (713) 928-6711
Channel Industries Mutual Aid
Deer Park, TX
phone: (281) 476-5040
BRAZORIA COUNTY
Brazoria County Sheriff
phone: (281) 331-9000
Office of Emergency Management
phone: (979) 864-2392
Brazosport CAER phone:
(979) 238-2237
GALVESTON COUNTY
Galveston County Sheriff
phone: (409) 766-2300
Pollution Control
phone: (409) 938-2251
CHAMBERS COUNTY
Chambers County Sheriff
PHONE: (409) 267-8318
Emergency Coordinator:
PHONE: (409) 267-8343

MATAGORDA COUNTY
Matagorda County Sheriff
phone: (979) 245-5526
Emergency Planning
phone: (979) 323-0707
FORT BEND COUNTY
Fort Bend County Sheriff
phone: (281) 341-4615
Emergency Management Office
phone: (281) 342-6185
LIBERTY COUNTY
Liberty County Sheriff
phone: (936) 336-4500

9238 Site Safety Personnel/Health Departments

BRAZORIA COUNTY
Brazoria County Emergency Management
Brazoria County OEM
111 East Locust
Angleton, TX 77515
phone: (979) 864-1801
fax: (979) 849-4655
CHAMBERS COUNTY
Chambers County Emergency Management
Emerg. Mgmt. Coord.
PO Box 957
404 Washington
Anahuac, TX 77514
phone: (409) 267-8343
fax: (409) 267-4133

GALVESTON COUNTY
Galveston County Emergency Management
1353 FM646 West Suite 201
Dickinson, TX 77534
Emerg. Mgmt. Coord.
phone: (800) 716-9136
fax: (888) 534-5607
eoc: (281) 337-3100
HARRIS COUNTY
Harris County Emergency Management
6922 Katy Road, 2nd Floor
Houston, TX 77024
phone: (713) 881-3100
fax: (713) 881-3077
MATAGORDA COUNTY
Matagorda County Office of
Emergency Mgmt phone: 2200 Seventh Street
Bay City, TX 77414
Phone: (979) 323-0707
fax: (979) 244-5661
phone:(979) 244-7605 (24 hrs)
FORT BEND COUNTY
Fort Bend County Emergency Management Office
301 Jackson Street
Richmond, TX 77469
phone:(281) 342-6185
dispatcher:(281) 341-4704

9239 Emergency Medical Services

HOSPITALS
GALVESTON
University of Texas Medical Branch
301 University Boulevard #5120
Galveston, TX 77555
general info: (409) 772-1011
ER:409-772-9500
ambulance: 911
HOUSTON
Hermann Hospital
6411 Fannin
Houston, Tx
general info:(713) 704-4000
ER:(713) 704-4060
*Helicopter service available (713) 704-4014
BAYTOWN
San Jacinto Methodist Hospital
4401 Garth Road
Baytown, TX 77521
phone:(281) 420-8600
CLEAR LAKE AREA
St. John's Hospital
18300 Saint John Dr.
Nassau Bay, TX 77058
general info: (281) 333-5503
ER (281) 333-8822
LAKE JACKSON/FREEPORT AREA
Angleton Danbury Hospital
132 Hospital Drive
Angleton, TX 77515
phone:(979) 849-7721 (24 hrs)

Brazosport Memorial Hospital
100 Medical Dr.
Lake Jackson, TX 77566
phone:(979) 297-4411
PASADENA
Pasadena Columbia Bayshore Medical Center
4000 Spencer Highway
Pasadena, TX 77504
general info: (713) 359-2000
ER (713) 359-1440
TEXAS CITY
Mainland Center Hospital
6801 Lowry Expressway
F.M. 1764 at Highway 3
Texas City, TX 77591
general Info:(409) 938-5000
ER:(409) 938-5112
AMBULANCES
AAA-Air Ambulance
660 Charlotte St. Suite 4,
Punta Gorda FL 33950
phone:(800) 327-1966

9240 Private Resources

9241 Clean-up Companies (BOA & Non-BOA)

ARS (Advance Remediation Services)
Humble, Texas 77396 http://www.houstonspillcleanup.com/ phone: (281) 419-7800 Phone: (877) 419-7806 fax:(281) 540-3431 Environmental service company for commercial vehicle accidents and oil spills along the highway.

Anderson Pollution Control, Inc.
<p>Conroe, TX 77301 Phone: (936) 441-2225 Phone: (866) 609-6208 fax: (936) 539-2099 http://www.andersonpollutioncontrol.com/ Uniquely qualified emergency response contractor for marine/land. OSRO,GLO, DCO, BOA.</p>
Anderson Pollution Control, Inc.
<p>Houston, TX 77017 phone: (713) 947-3800 phone: (866) 609-6208 fax: (713) 947-3802 http://www.andersonpollutioncontrol.com/ Uniquely qualified emergency response contractor for marine/land. OSRO,GLO, DCO, BOA</p>
Bobcat Contracting, LLC.
<p>Hillsboro, TX 76645 phone: (254) 582-0205 fax: (866) 582-3199 http://www.bobcatcontracting.com/</p>
Clean Harbors Environmental
<p>Houston, TX 77034 phone: (713) 750-5800 phone: (800) 645-8265 fax: (713) 750-5801 http://www.cleanharbors.com/ Land and water emergency response, containment, recovery, cleanup, disposal</p>
Clean Channel Association
<p>Pasadena, TX 77503 phone: (713) 534-6195 fax: (713) 534-6197 http://cleanchannel.org/contact.html Emergency Response, Consulting, Disaster Relief, Training & Standby Rescue.</p>
Environmental Safety and Health Consulting Services, Inc. (ES&H)
<p>Pasadena, TX 77053 phone: (713) 921-7600 phone: (877) 437-2634 http://www.esandh.com/ Oil Spill Response & SMT, Tank Cleaning, Transportation, Disposal, Environmental Consulting & Training.</p>

Environmental Safety and Health Consulting Services, Inc. (ES&H)
Grand Prairie, TX 75050 phone: (972) 870-9424 (877) 437-2634 http://www.esandh.com/
Oil Spill Response & SMT, Tank Cleaning, Transportation, Disposal, Environmental Consulting & Training.
Environmental Safety and Health Consulting Services, Inc. (ES&H)
Humble, TX 77346 Phone (281) 448-6600 (877) 437-2634 http://www.esandh.com/
Oil Spill Response & SMT, Tank Cleaning, Transportation, Disposal, Environmental Consulting & Training.
FCC Environmental
Houston, TX 77060 phone: (281) 668-3300 fax: (281) 668-3301 http://www.fccenvironmental.com/
F.I.R.S.T, LLC
Deer Park, TX 77536 phone: (281) 930-7686 fax: (713) 493-2949 http://www.firstcallfirst.com/
Garner Environmental Services
LaMarque, TX 77568 phone: (409) 935-0308 (800) 935-0308 fax: (409) 935-0678 http://www.garner-es.com
Lighthouse Environmental Services, Inc.
Houston, TX 77048 phone: (713) 987-0400 fax: (713) 987-0410 http://www.lighthouseenv.com/
MSRC
Houston, TX 77032 phone: (281) 776-4300 (800) 645-7745 fax: (281) 227-6347 http://www.msrc.org/

MSRC
Galveston, TX 77554 phone: (409) 740-0311 (800) 645-7745 fax: (409) 740-0339 http://www.msrc.org/
NRC
Houston, TX 77024 phone: (281) 606-4848 (800) 899-4672 fax: (281) 606-4849 http://www.nrcc.com/ Comprehensive Worldwide Emergency Response Services, Consulting, Training, Products and Management.
OMI Environmental Solutions
Port Arthur, TX 77640 phone: (409) 962-7226 (800) 645-6671 fax: (409) 962-7260 http://www.omies.com/ Emergency Spill Response, Industrial Cleaning, Transportation, Environmental & Safety Supplies
OMI Environmental Solutions
La Porte, TX 77571 phone: (281) 470-2016 (800) 645-6671 fax: (281) 470-2216 http://www.omies.com/ Emergency Spill Response, Industrial Cleaning, Transportation, Environmental & Safety Supplies.
Phoenix Pollution Control & Environmental Services, Inc.
Baytown, TX 77520 phone: (281) 838-3400 fax: (281) 424-7748 http://www.phoenixpollution.com/ Oil/Haz-Mat response, industrial services, vacuum trucks, roll-off boxes & training.
Resolute Environmental & Response Services LLC
La Porte, TX 77572 phone: (832) 799-7830 http://www.resolute-response.com/

SLICK Response Services
Deer Park, TX 77536 phone: (281) 713-9969 (877) 35-SLICK fax: (281) 713-9968 http://slick-response.com/
Spill On Site Management, Inc.
2345 Atascocita Road, Rear Suite B Humble, TX 77396 phone: (832) 644-9874 fax: (832) 554-5446 http://www.teamsos.net/
SWS Environmental Services
Cisco, TX 76437 phone: (281) 867-9131 (877) 742-4215 fax: (254) 442-2390 http://www.swsenvironmental.com/index.html
SWS Environmental Services
La Porte, TX 77571 phone: (281) 867-9131 (877) 742-4215 fax: (281) 867-9150 http://www.swsenvironmental.com/index.html
USA Environment, LP
Houston, TX 77287 phone: (713) 425-6900 fax: (713) 425-6956 http://www.usaenviro.com/
U.S. Environmental Services, LLC
15109 Heathrow Forest Pkwy #150 Houston, TX 77032 phone: 281-606-4960 Fax 281-606-4961 24Hr Emergency (888) 279-9930 Web: http://www.usesgroup.com/
USES specializes in environmental emergency response, industrial services, remediation, demolition

Veolia ES Special Services
Laporte, TX 77572 phone: (713) 307-2198 (800) 688-4005 fax: (713) 307-7630 http://www.veoliaes.com/
24 hr emergency response to HAZMAT spills and incidents.

9242 Qualified Individuals (QI's)

Braemar Howells
Houston, TX 77024 phone: (713) 688-5353 fax: (713) 688-3355 http://www.braemarhowells.com/
Professionals in International Maritime Incident Response, Crisis Management, Training, Consultancy.
Conestoga-Rovers & Assoc, Inc.
Houston, TX 77040 phone: (713) 734-3090 fax: (713) 734-3391 http://www.craworld.com/
Nationwide emergency response, environmental consulting, construction engineering.
ECM Maritime Services
Houston, Texas 77058 phone: 281-464-3328 fax: 281-484-1687 http://www.ecmmaritime.com/index.aspx
The Response Group, Inc
Cypress, TX 77429 phone: (281) 880-5000 fax: (281) 880-5005 http://www.responsegroupinc.com/

3D Marine (Response)
Houston, TX 77067 phone: (281) 444-9495 fax: (281) 444-8874 http://www.3dmarine.com/ Spill Management, control and auditing.
Witt-O'Brien's, LLC.
Houston, TX 77024 phone: (281) 320-9796 fax: (281) 320-9700 http://www.obriensrm.com/ Recognized leader in response management and preparedness services.

9243 Media (Television, Radio, Newspaper)

Public affairs specialists from USCG PADET Houston, Sector Houston-Galveston, MSU Texas City, or USCG District 8 External Affairs will email or fax the latest news releases and other public information to its online database of media outlets, city/county government agencies, and other stakeholders. Because this online database of names, phone, fax and email addresses is continually being updated, the database is no longer stored in the Area Contingency Plan.

9244 Firefighting, Salvage Companies/Divers, Lightering, and Towing

9244.1 Firefighting

WILD WELL CONTROL INC.

2202 Oil Center Court
Spring, TX 77073

phone: (281) 784-4700

WILLIAMS FIRE & HAZARD CONTROL, INC.

1675 Texla Road
Vidor, TX 77662

phone: 409-971-4100

fax: 409-971-4196

emergency: (281) 999-0276

9244.2 Salvage Companies/Divers

9244.2.1 Salvage Companies

T&T Salvage, LLC.

8717 Humble Westfield Rd.
Humble, TX 77338

Web: www.ttsalvage.com

phone: 281 446-4010

24 hour +1 713 534 0700

Email: info@ttsalvage.com

T&T Salvage is worldwide emergency response company headquartered in Houston, Texas. T&T Salvage, as an OPA 90 responder, provides all salvage and marine firefighting (SMFF) services required by both the tank vessel and non-tank vessel regulations. These services are provided in both CONUS and OCONUS, required by OPA 90 (All COTP zones). A Basic Ordering Agreement is maintained with the U. S. Coast Guard. The BOA Contract Number is HSCG84-10-A-800008.

SMIT INTERNATIONAL AMERICAS, INC.

15402 Vantage Pkwy E
Suite, 316
Houston, TX 77032

phone: (281) 372-3500
fax: (281) 372-3525

DONJON MARINE CO., INC.

1000 Central Ave.
Hillside, N.J. 07205

phone: (908) 964-8812
fax: (908) 964-7426

Donjon Marine has the current U.S. Navy Salvage Contract that includes the USGOM.

9244.2.2 Salvage Masters / Consultants**U.S. NAVY SUPERVISOR OF SALVAGE (SUPSALV)**

1333 Isaac Hall Ave., SE
Washington Navy Yard DC 20376
Contact: Duty Officer

phone: (202) 781-1731
fax: (202) 781-4588
emergency: (202) 781-3889

U.S. COAST GUARD

Command Center
2100 2nd St. SW
Washington, DC 20590
Contact: Duty Officer

phone: (800) 323-7233
fax: (202) 372-2925

9244.3 Divers**T&T Salvage, LLC.**

8717 Humble Westfield Rd.
Humble, TX 77338
Web: www.ttsalvage.com

phone: 281 446-4010
24 hour +1 713 534 0700
Email: info@ttsalvage.com

T&T Salvage is worldwide emergency response company headquartered in Houston, Texas. T&T Salvage, as an OPA 90 responder, provides all salvage and marine firefighting (SMFF) services required by both the tank vessel and non-tank vessel regulations. These services are provided in both CONUS and OCONUS, required by OPA 90 (All COTP zones). A Basic Ordering Agreement is maintained with the U. S. Coast Guard. The BOA Contract Number is HSCG84-10-A-800008.

ORION CONSTRUCTION INC.

12550 Fuqua
Houston, TX
77034

phone: (713) 852-6500
fax: (713) 852-6570

SEAMAR DIVERS, INC.

13715 N. Promenade Blvd
Stafford, TX 77477

phone: (281) 208-2522
fax: (281) 208-2524

LONE STAR DIVING, INC.

5321 Avenue E.
Santa Fe, TX 77510

phone: (409) 925-7820
fax: (409) 925-4877

CALDIVE, INC.

1610 St. Etienne
Broussard, LA 70509
Contact: Operations

phone: (337) 857-6178
fax: (337) 451-6020
24 hr phone: (800) 856-2915

H. J. MERRIHUE

P.O. Box 23123
New Orleans, LA 70183

phone: (504) 466-2800
fax: (504) 466-9850

EPIC DIVERS, INC.

1841 Enterprise Dr.
Harvey, LA 70058

phone: (800) 844-3742
phone: (504) 340-5252
fax: (504) 340-5416

9244.4 Lightering**AET**

1900 West Loop South, Suite 920
Houston, TX 77027

phone:(832) 615-2000 (24 hrs)
fax: (713) 622-2256
email:aet-hou@aetweb.com

PELICAN OFFSHORE SERVICES COMPANY

1301 Block Z Pelican Island
Galveston, TX

phone: (409) 740-4212

SPT, Inc.

909 Fannin Ste 3300
Houston, Texas 77010.

phone: (713) 266-8000
fax: (713) 266-0309

9244.5 Towing Companies**GREENS BAYOU FLEETING**

3100 Penn City
Houston, TX 77015

phone: (281) 874-2142

BAY HOUSTON TOWING

2243 Milford
Houston, TX 77098

phone: (713) 529-3755
fax: (713) 529-2591

BUFFALO MARINE SERVICE

8201 E. Erath Street
Houston, TX 77012

phone:(713) 923-5571 (24 hrs)
fax: (713) 923-5304

HIGMAN TOWING COMPANY

1980 Post Oak Blvd., #1101
Houston, TX 77056

phone: (713) 552-1101
fax: (713) 552-0732

KIRBY INLAND MARINE INC.

55 Waugh Drive
Houston, TX 77007

phone:713-435-1455 (24 hrs)
fax: (713) 435-1453

ACL

1701 East Market
Jeffersonville, IN 47130

phone:(800) 457-6377 (24 hrs)

9245 Fishing Cooperatives and Fleets**Texas Shrimp Association**

Ms. Wilma Anderson
 Box 1020
 Aransas Pass, Texas 78335

phone: (361) 758-5024
 e-mail: texasshrimp@clearwire.net

9246 Wildlife Rescue Organizations**Mammal Protection and Conservation (NOAA)**

Protected resources Division

phone: 727-824-5312
 fax: (727) 824-5517

Texas Marine Mammal Stranding Network

TMMSN State Office
 4700 Avenue U
 Galveston, TX 77551

Stranding: (800) 9-MAMMAL
 Phone: (409)740-2200
 fax: (409)740-2207

Wildlife Center of Texas

Executive Director
 7007 Katy Rd
 Houston, TX 77024

phone: (713) 861-9453
 email: info@wildlifecenteroftexas.org

Wildlife Response Services LLC

411 Lakeshore Dr.
 P. O. Box 842
 Seabrook, TX 77586

phone (24x7)(713) 705-5897
 Fax: (413) 832-8329

email: rhonda@wildliferesponse.net
 Website: Wildliferesponse.net

Wildlife Response Services (WRS)

Oiled Wildlife Facility - Baytown
 Phoenix Pollution Control and Environmental Services, Inc.
 7111 Decker Drive,
 Baytown, Texas 77520

phone (24x7): 281-838-3400

Description: Located on 20 fenced/controlled access acres of property; warehouse facility is 10,800 sq.ft., security cameras; electrical in place; water in place; ample parking.

9247 Volunteer Organizations**AMERICAN RED CROSS****American Red Cross**

PO Box 397

Houston, TX 77001-0397

Disaster Services -

Greater Houston Chapter

2700 Southwest Freeway

Houston, TX 77098

Clear Lake Service Center

15502 Galveston Road

Webster, TX 77598

Galveston County Unit - Mainland Service Center

619 4th Ave. North

Texas City, TX 77590

Bay Area Service Center

1300 Bay Area Blvd

Houston, TX 77058

phone: (713) 526-8300

Emergency: (713) 526-0636

fax: (713) 526-5871

phone: (281) 282-6039

phone: (409) 945-7200

fax: (409) 945-6729

phone: (713) 943-7000

fax: (281) 282-6039

Volunteer Houston

Carrie Moffitt

Executive Director

303 Chimney Rock Suite 460

Houston, TX 77056

phone: (713) 964-0221

fax: (713) 965-9601

e-mail: Hcarriehou@aol.com

Clear Lake Emergency Medical Corps (CLEMC)

104 Pennsylvania Ave

Webster, TX 77598

phone: (281) 488-3078

fax: (281) 488-3080

Galveston Bay Foundation

17380-A Highway 3

Webster, TX 77598

phone: (281) 332-3381

Houston Audubon Society

440 Wilchester Blvd.

Houston, TX 77079-7199

phone: (713) 932-1639

fax: (713) 461-2911

Saltwater Anglers League of Texas/Trinity Bay Inc.

550 Pleasure Pier Blvd.

Port Arthur, TX 77640

phone: (281) 486-8727

Sierra Club

Hotline

Houston Chapter

P.O. Box 3021

Houston, TX 77253

recording: (713) 844-8228

Texas Wildlife Rehabilitation Coalition

10801 Hammerly, Suite 200

Houston, TX 77043

phone: (713) 468-8972

Wildlife Center of Texas

Executive Director
7007 Katy Rd
Houston, TX 77024

phone: (713) 279-1417

email:sharonschmalz@comcast.net

9248 Maritime Associations/Organizations/Cooperatives**Galveston Seafarers Center**

Port Chaplain
Galveston Seafarers Center
221 Twentieth Street
Galveston, TX 77550
Upper Level, Wharf 23
Port Of Houston
Houston, TX 77261

phone: (409) 762-0026

fax: (409) 762-0655

Barbour's Cut Seafarer's Center

1700 E. Barbours Cut Blvd.
La Porte, TX 77571

phone: (281) 470-2414

fax: (281) 470-0263

CLEAN CHANNEL ASSOCIATION

Operations Manager
3110 Pasadena Fwy.
Pasadena, TX 77503

phone: (713) 534-6195

fax: (713) 534-6197

WEST GULF MARITIME ASSOCIATION

1717 East Loop, Suite 200
Houston, TX 77029

phone: (713) 678-7655

fax: (855) 715-1717

GALVESTON/TEXAS CITY PILOTS

1301 Penzoil Rd
Galveston, TX 77554

phone: (409) 740-3336

fax: (409) 943-4893

Flower Garden Banks National Marine Sanctuary

4700 Avenue U
Galveston, TX 77554

phone: (409) 621-5151 x1021

cell: (979) 229-6542

fax: (409) 621-1316

HOUSTON PILOTS

203 Deerwood Glen Dr
Deerpark, TX 77536

dispatch: (713) 645-9620

fax: (281) 428-4380

FREEPORT PILOTS

P. O. Box 2248
Freeport, TX 77541

phone: (979) 233-1120

fax: (979) 233-7071

CLEAN GULF ASSOCIATES

650 Poydras St., Suite 1020
New Orleans, LA 70130

phone (504) 799-3037

phone:(337) 475-6400 (MSRC)

** Any MSRC office in the U.S. can help you get in touch with the CGA if the above contact phone number is unreachable.

MSRC may be contacted at:

phone: (337) 475-6400

980 West Lincoln Road

Lake Charles, LA 70605

phone: (800) 259-6772

9249 Academic Institutions**TEXAS A&M CENTER FOR MARINE TRAINING & SAFETY (TEEX)**

Texas A&M (TEEX) phone: (409) 740-4933
 8701 Teichman Road fax: (409) 744-2890
 Galveston, TX 77554 phone: (866) 878-8900
 e-mail: marine@teexnet.tamu.edu

UNIVERSITY OF HOUSTON CLEAR LAKE

2700 Bay Area Boulevard phone: (281) 283-7600
 Houston, TX 77058

PRAIRIE VIEW A&M UNIVERSITY

P.O. Box 519 phone: (936) 857-3311
 Prairie View, TX 77446-0519

SAN JACINTO COLLEGE MAIN CAMPUS

8060 Spencer Hwy phone: (281) 476-1501
 Pasadena, TX 77504

COLLEGE OF THE MAINLAND MAIN CAMPUS

1200 Amburn Road phone: (409) 938-1211
 Texas City, TX 77591

TEXAS SOUTHERN UNIVERSITY

3100 Cleburne Street phone: (713) 313-7011
 Houston, TX 77004

UNIVERSITY OF TEXAS MEDICAL BRANCH

301 University Boulevard phone: (409) 772-1011
 Galveston, TX 77555-0144

TEXAS CHIROPRACTIC COLLEGE

5912 Spencer Highway phone: (281) 487-1170
 Pasadena, TX 77505

92410 Laboratories**Precision Petroleum Labs, Inc. (FINGERPRINT ANALYSIS)**

5915 Star Lane phone: (713) 680-9425
 Houston, Texas 77057 fax: (713) 680-9564

Analysys Laboratory

3512 Montopolis Drive phone: (512) 385-5886
 Austin, Texas 78744 fax: (512) 385-7411

Test America

6310 Ruthway phone: (713) 690-4444
 Houston, TX 77040 phone: (713) 690-5646

Soil Analytical Services

2419 Newark phone: (979) 690-2280
 College Station, TX 77845

A and B Environmental Laboratory

10100 East Freeway phone: (713) 453-6060
 Houston, TX 77029 fax: (713) 453-6091

ACS Laboratory16203 Park Row, #100
Houston, TX 77084phone: (281) 579-8822
fax: (281) 579-9663**Core Laboratory**6316 Wind Fern
Houston, TX 77040

phone: (713) 328-2673

Institute for Research8330 Westglen Drive
Houston, TX 77063phone: (713) 783-8400
fax: (713) 783-8401**EFEH and Associates Laboratory**10919 Sagewind Drive
3319 Industrial Drive
Pearland, TX 77089phone: (281) 996-5031
fax: (281) 996-5550**92411 Railroad Emergency Contacts****Union Pacific / Southern Pacific Railroads**1400 Douglas Street
Omaha, NE 68179

phone: (888) 877-7267

Burlington Northern/Santa Fe Railroad2600 Lou Menk
Fort Worth, TX 76131

phone: (800) 832-5452

Kansas City Southern Railroad427 West 12th Street
Kansas City, Missouri 64105

phone: (800) 892-6295

Texas Mexican Railroad427 West 12th Street
Kansas City, Missouri 64105

phone: (800) 892-6295

Note: Texas Mexican and Kansas City are answered by the same phone/address

Port Terminal Railroad Association8934 Manchester Street
Houston, TX 77012-2149phone: (713) 393-6530
cell: (713) 408-2427**92412 Utility Companies****92412.1 Electric****Reliant Energy**

phone: (713) 207-7777

Center Point:

phone: (713) 207-1111

TXU: Residential

phone: (800) 233-2133

TXU: Small/Medium Business

phone: (888) 399-5501

TXU: Large Business

phone: (888) 399-5501

TXU: Property Management

phone: (800) 316-2135

TXU: Construction Services	phone:	(800) 711-9112
Startex Power	phone:	(713) 357-2800
Affordable Power	phone:	(713) 337-2900
GE Energy	phone:	(713) 543-5000

92412.2 Telephone

Windstream:	phone:	(800)-782-6206
Verizon:	phone:	(800)-VERIZON
COMCAST:	phone:	(800)-266-2278
AT&T	phone:	(713) 802-9950

92413 Temporary Storage and Disposal Facilities (TSD)**Class I Hazardous Waste Fuel Recycling:**

Dura Therm, Inc. P. O. Box 58466 Houston, TX 77258-8466 Galveston County	phone: fax:	(281) 339-1352 (281) 339-1351
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Class II & III Waste/Landfill:

H & E Equipment Co. 1700 S. Sam Houston Pkwy W. Houston, TX 77047 Galveston County	phone: fax:	(713) 433-6411 (213) 433-3981
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Class I Hazardous Waste/Disposal Well - Storage & Processing:

Texas Molecular Box 1914 2525 Battleground Deer Park, TX 77536 Harris County	phone: fax:	(281) 930-2525 (281) 930-2511
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Vopak 2000 W. Loop S., Suite 1550 Houston, TX 77027 Harris County	phone: fax:	(713) 561 7200 (713) 561 7323
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Email: connect.north.america@vopak.com**Class I Hazardous/Class I Non-Hazardous Municipal Solid Waste/Storage:**

Clean Harbor Environmental Services (Deer Park LLC) 2027 Independence Pkwy South La Porte, TX 77571 Harris County	phone: fax: Emergency:	(281) 930-2300 (281) 930-2427 (800) 645-8265
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Class I Hazardous Waste Mixed Hazardous and Radioactive Waste, Storage:**NSSI/Recovery Services, Inc.**

P. O. Box 34042
Houston, TX 77234
Harris County

phone: (713) 641-0391
fax: (713) 641-6153

Class I Hazardous Waste Storage and Processing:**SCT Environmental In Houston**

5738 Cheswood
Houston, TX 77087
Harris County

phone: (713) 645-8710
fax: (713) 649-6022

Class I Hazardous Waste/Storage and Processing Incineration:**Rhodia**

8615 Manchester ST.
Houston, TX 77262
Harris County

phone: (713) 928-3411

Class I Hazardous Waste/Disposal Well:**Texas Molecular**

6901 Grainwood Rd.
Corpus Christi, TX 78415
Nueces County

phone: (361) 852-8284
fax: (361) 852-3167

Class I Hazardous Waste/Landfill:**US Ecology Texas, Inc.**

3277 Country Rd 69
Robstown, TX 78380
Nueces County

phone: (800) 242-3209
phone: (361) 387-3518
fax: (361) 387-0577

Type I, Class I, II, III Now Hazardous Waste/Landfill:**Brazoria County Recycle Center**

10310 FM 523
P. O. Box 567
Clute, TX 77531

phone: (979) 864-3633

92414 Alternative Technology Response Equipment**92414.1 IN-SITU BURNING (Note: Refer to USCG Eighth District ISB Plan)****Fire Retardant Boom:**

500' Texas General Land Office
1000' CISPR/Alaska
19850' ACS/Alaska

phone: (281) 470-6597
phone: (907) 776-5129
phone: (907) 659-2405

Consultants

O'Brien's Response Management **phone: (985) 781-0804**

92414.3 Bioremediation

The following sources can provide complete bioremediation service, including microbial and fertilizer products, application and monitoring equipment and the knowledge to develop a treatment plan:

Oil Mop Environmental Solutions, Inc.

Belle Chase, LA
131 Keatins Dr.

phone: (504) 394-6110
fax: (504) 392-8977

Belle Chase, LA 7003

Oppenheimer Biotechnology

1206 West 4th St
Austin, TX 78743

phone: (512) 474-1016

9250 Command Posts and Support

9251 Pre-Identified Command Posts: Facilities, which have been pre-identified as potential command posts are:

HOUSTON

USCG Sector Houston-Galveston
13411 Hillard St,
Houston, TX 77034

- **Capabilities:** Suitable for management of a small incident and initial ramp-up phase of a larger incident. Area in the sector building was designed with ICS in mind. Limited square footage, meeting rooms limited. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, Located next to Ellington Airfield with easy access to Air Station Houston and the Military Reserve area. Close areas suitable for Helicopter landings.
 - Space Available: 6000 square foot Incident Command Post
 - Equipment capabilities: Microphone, overhead projector, Laptop computers
 - Location: Ellington Airfield; Houston, TX
 - Owner: US Coast Guard; Sector Houston-Galveston
 - Phone: 281-464-4800
 - Emergency: 281-464-4840/4854
 - Fax: 281-464-4814
- **Restrictions:** Proximity to Hurricane Disaster Area, Area environmental conditions
 - Harris County Emergency Operations Center (TRANSTAR)**
6922 Katy Rd.
Houston, TX 77024

Capabilities: Points of contact are Deputy Steve Cathey or Mike Stotle. This command post is not available for incident response, however if that county is effected it may require assignment of a government liaison. Suitable for initial ramp-up phase of an incident. Limited square footage, meeting rooms limited. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport, can access Industrial Corridor for industry assistance if needed.

 - Space Available: at least 10,000 square feet

- Equipment capabilities: overhead projector
- Owner: Harris County
- Telephone number: (713) 881-3100

Restrictions: Proximity to Disaster Area, Area environmental conditions

Houston Emergency Center (HEC)

5320 N. Shephard
Houston, TX 77251-1562

- **Capabilities:** This command post is not available for incident response, however if Harris County is effected it may require assignment of a government liaison. Suitable for initial ramp-up phase of an incident. Limited square footage, meeting rooms limited. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport, can access Industrial Corridor for industry assistance if needed.
 - Space Available: at least 10,000 square feet
 - Equipment capabilities: overhead projector
 - Owner: Harris County
 - Telephone number: (713) 884-4500
- **Restrictions:** May require a liaison to be assigned. Proximity to Disaster Area, Area environmental conditions

Hilton Houston Hobby Airport

8181 Airport Boulevard
Houston TX, 77061-4142

- **Capabilities:** Suitable for initial ramp-up phase of an incident. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport. Largest ballroom 8,147 sq ft , 22 rooms total ranging from 234 sq ft and up
 - Space Available: at least 13,300 square feet
 - Equipment capabilities: microphones, overhead projector
 - Owner: Hilton Corp.
 - Telephone number: 713-645-3000
 - Website Info: http://www1.hilton.com/en_US/hi/hotel/HOUHAHF-Hilton-Houston-Hobby-Airport-Texas/index.do?WT.srch=1
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

BAYTOWN

Exxon Company, USA

2800 Decker Drive
Baytown, TX 77522

- **Capabilities:** Suitable for medium and major sized incidents. Adequate parking, telephones must be installed, building is prewired. Large auditorium and helo landing pad available. Suitable for initial ramp-up phase of an incident. Limited square footage, meeting rooms limited. Adequate parking and telephones services HF, UHF, fax, computers access. 24 hr secured access, HAZMAT and

DECON capable, heliport, can access Industrial Corridor for industry assistance if needed.

- Space Available: at least 10,000 square feet
 - Equipment capabilities: overhead projector
 - Owner: Exxon Corporation
 - Telephone number: (281) 427-8604
- **Restrictions:** May require assignment of a government liaison. Proximity to Disaster Area, Area environmental conditions

BAYPORT

La Porte City Hall

504 W. Fairmont Pkwy
La Porte, TX 77571

Located in La Porte at the East end of Fairmont Parkway on Galveston Bay.

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services. Adjacent to Sylvan Beach Park operated by Harris County Precinct 2, which has boat ramps and space for helo landings, Limited HF, UHF, fax, computers access. 24 hr secured access, HAZMAT and DECON capable.
- Space Available: at least 10,000 square feet
 - Equipment capabilities: none
 - Owner: City of La Porte
 - Telephone number: (281) 471-5020
- **Restrictions:** Proximity to Disaster Area, Area environmental conditions

CLEAR LAKE

Hilton Hotel NASA Clear Lake

3000 NASA Road 1
Nassau Bay, TX

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport. Two large rooms at 5,000 and 4,500 sq ft and 14 total rooms smaller rooms
- Space Available: 19,000 square feet
 - Equipment capabilities: overhead projector
 - Owner: Hilton Corp.
 - Telephone number: (281) 333-9300 or (800) 634-4320
 - Website Info: <http://www3.hilton.com/en/hotels/texas/hilton-houston-nasa-clear-lake-HOUNBHF/index.html>
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

Gilruth Center at the Johnson Space Center

NASA - Johnson Space Center
2101 NASA Parkway
Houston, TX 77058

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr open access, HAZMAT and DECON capable, open areas suitable for use by helicopters. Two large

rooms at 5,000 and 4,500 sq ft and 14 smaller rooms. Main Ballroom accommodates 300, with seven additional rooms with a capacity varying between 10 and 54 people.

- Space Available: 19,000 square feet
 - Equipment capabilities: microphones, overhead projector.
 - Owner: NASA – Johnson Space Center.
 - Telephone number: (281) 244-5785
 - Website Info: <https://starport.catertrax.com/shopportal.asp?pageid=8>
- **Restrictions:** Telephones must be installed. Proximity to Disaster Area, Area environmental conditions. During a hurricane, likely to be needed by JSC to support the JSC civil service and contractor community

LAKE JACKSON

Lake Jackson Civic Center

333 Highway 332 East
Lake Jackson, TX 77566

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport. Three plaza/meeting rooms, which are about 1,100 sq. ft. each, or can be opened to one 3,300 sq. ft. room
 - Space Available: 11,600 square feet
 - Equipment capabilities: overhead projector
 - Owner: Hilton Corp.
 - Telephone number: (979) 415-4855
 - Website Info: <http://www.lakejackson-tx.gov/index.aspx?NID=157>
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

TEXAS CITY

USCG MSU Texas City

3101 FM 2004
Texas City, TX 77591

- **Capabilities:** Suitable for initial ramp-up phase of an incident. 24 hr secured access, HAZMAT and DECON capable, heliport.
 - Space Available: less than recommended 10,000 square feet
 - Equipment capabilities: overhead projector
 - Owner: USCG
 - Telephone number: (409) 978-2700
- **Restrictions:** Limited square footage, meeting rooms limited. Limited parking and telephones services. Proximity to Disaster Area, Area environmental conditions

Charles T. Doyle Convention Center

2010 5th Avenue North
Texas City, TX 77590

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable.
 - Space Available: 11,600 square feet
 - Equipment capabilities: overhead projector

- Owner: unknown.
 - Telephone number: 409-643-5990
 - Website Info: <http://www.texas-city-tx.org/DoyleConventionCenter.htm>
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. No heliport. Proximity to Disaster Area, Area environmental conditions.

South Shore Harbor Resort and Conference Center

2500 South Shore Blvd
League City, TX 77573

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport. 25 meeting rooms
 - Space Available: 20,000 square feet
 - Equipment capabilities: microphones, overhead projectors, televisions
 - Owner: Hilton Corp.
 - Telephone number: 800-442-5005
 - Website Info: http://www.sshr.com/conference_center_houston_area_events.html
 - **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. No Heliport. Proximity to Disaster Area, Area environmental conditions

GALVESTON

U. S. Army Corps of Engineers

2000 Fort Point Road
Galveston, TX 77550
Mailing Address: P. O. Box 1229, Galveston, TX 77553

- **Capabilities:** Suitable for initial ramp-up phase of an incident. Adequate parking 24 hr secured access, HAZMAT and DECON capable
 - Space Available: at least 10,000 square feet
 - Equipment capabilities: overhead projector
 - Owner: US Corp of Engineers
 - Telephone number: (409) 762-6300
 -
 - **Restrictions:** Need for a Government Liaison. No Heliport. Unknown telephones services HF, UHF, fax, and computers capability. Proximity to Disaster Area, Proximity to Disaster Area, Area environmental conditions

Galveston County Emergency Operations Center

1301 Farm Rd. 646
Dickinson, TX 77539

- **Capabilities:** If that county is effected, a liaison can be used for facility access. Suitable for initial ramp-up phase of an incident. , 24 hr secured access, HAZMAT and DECON capable,
 - Space Available: at least 10,000 square feet
 - Equipment capabilities: overhead projector
 - Proximity to Disaster Area, Area environmental conditions
 - Owner: Galveston County

- Telephone number: (281) 309-5002
- **Restrictions:** This command post isn't available for incident response. Unknown parking, telephones services HF, UHF, fax, computers. No heliport. Proximity to Disaster Area, Area environmental conditions

Texas A&M Center for Marine Training & Safety

8701 Teichman
Galveston, TX 77554

- **Capabilities:** Suitable for medium size incidents. Adequate parking and telephones prewired. 24 hr secured access, HAZMAT and DECON capable, heliport. Has networked PC computer system with spill management tools
 - Space Available: at least 10,000 square feet
 - Equipment capabilities: overhead projector
 - Owner: Texas A & M University
 - Telephone number: (409) 740-4850
 - Website Info: <http://www.teex.com/esti/>
- **Restrictions:** Unknown services for HF, UHF, fax, computers Additional telephone lines required, Commercial Convention using the facility. Telephones must be installed. Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

Hotel Galvez

2024 Seawall Blvd.
Galveston, TX 77550

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services are pre-wired. HF, UHF, fax, computers access. 24 hr secured access, HAZMAT and DECON capable, heliport on nearby beach area. Room Details: Event Room 4550 sq. ft. with 1200 people capacity, Eight Event Room Seating Capacity 350 sq.ft. . with 350 people capacity, Two Small Event Room (sq. ft.) 300 with average 25 people capacity,
 - Space Available: 14025 square feet
 - Equipment capabilities: microphones, overhead projectors
 - Owner: Hotel Galvez Inc.
 - Telephone number: (409) 765-7721
 - Website info: <http://www.wyndham.com/hotels/GLSHG/main.wnt>
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

San Luis Hotel

5222 Seawall Blvd.
Galveston, TX 77550

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport on nearby beach area. 20 Different Size Large Event Rooms. Satellite Television available in all rooms
 - Space Available: at least 40,000 square feet
 - Equipment capabilities: microphones, overhead projectors
 - Location: Houston, TX
 - Owner: San Luis Hotel Inc
 - Telephone number: (409) 744-1500 or (800) 445-0090

- Website info: <http://www.sanluisresort.com/>
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

Moody Gardens Convention Center

Seven Hope Blvd.
Galveston, TX 77550.

- **Capabilities:** Suitable for medium and major size incidents. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport on beach area near hotel. Main Ballroom is 15,180 square feet and can be divided into 8 rooms.
 - Space Available: 100,000 square feet
 - Equipment capabilities: microphones, overhead projectors, televisions.
 - Owner: Moody Gardens Inc
 - Telephone number: (409) 741-8484
 - Website info: : <http://moodygardens.com/>
<http://moodygardens.com/>
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

FREEPORT

Freeport Central Fire Station #1)

Corner of Pine Street (Hwy. 523) and Fourth Street
Point of contact is the Fire Chief.

- **Capabilities:** Suitable for medium size incidents. 24 hr secured access, HAZMAT and DECON capable, heliport.
 - Space Available: at least 10,000 square feet
 - Equipment capabilities: unknown
 - Owner: City of Freeport
 - Telephone number: (979) 233-2111
- **Restrictions:** Telephones must be installed. Limited parking and telephones must be installed. Unknown services for HF, UHF, fax, computers, Proximity to Disaster Area, Area environmental conditions.

SUGAR LAND

Sugar Land Marriott Town Square

16090 City Walk
Sugar Land, Texas 77479

- **Capabilities:** Suitable for initial ramp-up phase or medium and large incidents. Adequate parking and telephones services HF, UHF, fax, computers facilities. 24 hr secured access, HAZMAT and DECON capable, heliport at nearby hospital.
 - Space Available: at least 26,000 square feet
 - Equipment capabilities: microphones, overhead projector
 - Owner: Marriott Hotels Inc.

- Telephone number: 1-281-275-8400 or 1-281-275-5980 ext. 5980
 - Website Info: <http://www.marriott.com/hotels/travel/housl-sugar-land-marriott-town-square/>
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

Stafford Centre Convention Center

10505 Cash Rd.
Stafford, Tx, 77477

- **Capabilities:** Suitable for initial ramp-up phase of an incident. Adequate parking and telephones services HF, UHF, fax, computers, 24 hr secured access, HAZMAT and DECON capable, heliport. Property Info: 6 large room, 4 medium room
 - Space Available: 25,000 square feet
 - Equipment capabilities: Microphones, Televisions, overhead projector
 - Owner: Fort Bend County
 - Telephone number: (281) 208-6923
 - Website Info: www.staffordcentre.com
- **Restrictions:** Availability due to Commercial Convention using the facility. Telephones must be installed. Proximity to Disaster Area, Area environmental conditions

9252 Rental Command Posts

GE Modular Spaces

10604 1/2 Wallisville Rd
Houston, TX 77013

phone:(713) 880-2200 (24 hrs)

fax: (713) 880-5295

Mobile Modular

phone: (281) 487-9222

4445 E. Sam Houston Pkwy South
Houston, TX 77505-3912

fax: (713) 487-1289

Morgan Buildings & Spas, inc.

16000 Gulf Freeway
Houston, TX 77546

phone: (281) 480-9411

phone: (281) 488-6544 (fax)

Smith Motor Home Rentals

540 West Gulfbank
Houston, TX 77037

phone: (800) 326-4289

phone: (281) 447-4263

fax: (281) 445-2276

Cypress RV Rental & Sales Co.

23020 I-45 N
Spring, TX 77373

phone: (281) 351-7700

Woodlands Camper & RV Rentals

21520 I-45
Spring, TX 77373

phone: (281) 353-7336

fax: (281) 353-6272

9253 Local Portable Command Posts

Texas General Land Office

La Porte, TX

phone: (281) 470-6597

Harris County Sheriffs Department	phone:	(713) 221-6000
CIMA	phone:	(281) 476-5040
City of Baytown	phone:	(281) 422-8281
MSU Texas City	phone	(409) 766-5400

9260 Aviation**9261 Aircraft Support****HOUSTON INTERNATIONAL AIRCRAFT SUPPORT**

P.O. Box 891369		
Houston, TX 77289-1369		
Email: Traci@HoustonAircraft.net	phone:	(713)643.7181

HOUSTON AIRCRAFT SUPPORT

6402 S. Acres Dr	phone:	713-946-2110
Houston, TX 77048		

9262 Aircraft Rental**Jet Aviation**

8620 W. Monroe Road		
Houston, TX 77061		
Operate fixed wing aircraft	phone:	(713) 645-8317

Petroleum Helicopters Inc. (PHI)

2215 Terminal Drive	phone:	(409) 740-3964
Galveston, TX 77554	fax:	(409) 744-2230

BRISTOW US LLC

4605 Industrial Dr.	phone:	(337) 365-6771
New Iberia, LA 70560	fax:	(337) 365-6152
	Galveston:	(979) 848-0101

Republic Helicopters

8315 FM 2004	Phone:	(409) 927-8111
Sante Fe, Texas		
77510		

United States Air Force Auxiliary (CAP)

Texas Wing HQ	phone:	(254) 867-3680
Wing Commander	phone:	(936) 856-9088
24 Hour (CAP HQ) Maxwell AFB	phone:	(888) 211-1812

USCG Auxiliary – Aviation support

USCG Air Station Houston	phone:	(713) 578-3000
Auxiliary Air Coordinator	phone (c):	(832) 646-4157
	Phone (w)	(713) 671-5149

9263 Airports**Houston Airport System**

16930 JFK Boulevard	Phone:	281-233-3000
Houston, Texas 77032	Fax:	281-233-1874

Baytown Airport (formerly Humphrey Airport)5600 Barkaloo Road
Baytown, TX 77521

phone: (281) 421-1671

Brazoria County Airport8015 Airport Way
Angleton, TX 77515

phone: (979) 849-5755

Chambers County AirportP. O. Box 938
336 Airport Rd.
Anahuac, TX 77514

fax: (409) 267-3265

David Wayne Hooks Memorial Airport20803 Stuebner Airline Road
Spring, Texas 77379phone: (281) 376-5436
phone: (800) 624-7394**Ellington Field**11900 Ellington Field
Houston, TX 77034

phone: (713) 847-4234

George Bush Intercontinental Airport2800 N. Terminal Road
Houston, TX 77032

phone: (281) 233-1131

Houston Southwest Airport503 McKeever Road No 1505
Arcola, TX, 77583phone: (281) 431-2581
phone: (800) 511-6062**La Porte Municipal Airport**101 Airport Blvd
La Porte, TX 77571

phone (832) 916-5881

Pearland Regional Airport (Clover Field)17622 Airfield Ln
Pearland, TX 77581

phone (281) 482-7551

Scholes Field2115 Terminal Dr.
P. O. Box 3266
Galveston, TX 77552phone: (409) 741-4609
emergency:(409) 789-3110**Sugar Land Regional Airport**12888B Highway 6 South
Sugar Land, TX, 77478

phone: (866) 435-9747

William P. Hobby Airport7800 Airport Blvd.
Houston, TX 77061

phone: (713) 847-1400

West Houston Lakeside Airport18000 Groschky Rd
Box 941789
Houston, TX 77094-8789

phone: (281) 492-2130

Weisor Airport
21904 Northwest Freeway
Cypress, TX 77429

phone: (281) 469-8227

Montgomery County Airport
(Lone Star Executive Airport)
10260 Carl Pickering Memorial Dr.(Ext 7811)
Building 11A
Conroe, Texas 77303

phone: (936) 788-8311

phone: (936) 756-8019

9270 Logistics

9271 Lodging

Alvin

America's Best Value Inn
1588 South Highway 35 Bypass

phone: (281) 331-0335

fax: (281) 585-3352

Bay City

Bay City Inn (Holiday Inn Express)
920 Avenue F

phone: (979) 323-9500

Knights Inn
905 Avenue F

phone: (979) 245-1751

fax: (979) 245-1303

Super 8
915 Highway 332

phone: (979) 297-3031

fax: (979) 297-9875

Days Inn
805 Highway 332
Clute, TX 77531

phone: (979) 265-3301

fax: (979) 265-0831

Baytown

Quality Inn
300 South Highway 146

phone: (281) 427-7487

fax: (281) 427-7877

La Quinta Inn
4911 East I-10

phone: (281) 421-5566

fax: (281) 421-4009

Clear Lake/NASA

Nassau Bay Hilton and Marina
3000 NASA Road 1

phone: (281) 333-9300

phone: (800) 634-4320

Crystal Beach

Crystal Palace Resort
1600 Hwy. 87

phone: (409) 684-6554

Freeport

La Quinta Inn
1126 Highway 332 West (Clute)

phone: (979) 265-7461

Country Hearth Inn
1015 West Second (Velasco) phone: (979) 239-1602

Galveston

Best Western Beachfront Inn
59th and Seawall phone: (409) 740-1261

By The Sea Condominium phone: **(409) 744-5295**
7310 Seawall

Casa del Mar Hotel/Condominium
6102 Seawall phone: (409) 740-2431

Commodore on the Beach
3618 Seawall phone: (409) 763-2375

Crockett Court
4214 Avenue U phone: (409) 763-4385

Days Inn
6107 Broadway phone (409) 740-2491

Driftwood Motor Hotel
3128 Seawall phone: (409) 763-6431

Beach Comber
2825 61st Street phone: (409) 744-7133

Gaido's Seaside Inn
3800 Seawall phone: (409)762-9625

Mara Villa
9520 Seawall phone: (409) 744-2244

The Galvestonian
1401 East Beach St. phone: (409) 765-6161

Red Carpet Inn
928 Ferry Road phone: (409) 762-3311

Holiday Inn on the Beach
5002 Seawall phone: (409) 740-3581

Hotel Galvez
2024 Seawall phone: (409) 765-7721

Inn at the Waterpark phone: **(409) 740-1155**
2525 Jones Drive at Scholes Field

Hilton phone: **(409) 744-5000**
5400 Seawall

Inverness by the Sea
7600 Seawall, phone: (409) 740-5607

Islander East Condominium 415 East Beach Drive	phone: (409) 765-9301
La Quinta Inn 1402 Seawall South	phone: (409) 763-1224
Comfort Inn 6302 Seawall	phone: (409) 741-8888
Mariner Inn 1602 Seawall	phone: (409) 763-5391
Motel 6 7404 Broadway	phone: (409) 740-3794
Knights Inn 3008 Seawall	phone: (409) 762-0664
Sand & Sea Properties 13706 FM 3005	phone: (800) 880-2554
Rosenberg Motel 2027 Rosenberg	phone: (409) 765-7632
Sandpiper Motel 201 Seawall	phone: (409) 765-9431
The San Luis Condominium 5222 Seawall	phone: (409) 744-1500 phone: (800) 445-0090 (N) phone: (800) 392-5937 (res)
The San Luis Hotel 5222 Seawall	phone: (409) 744-1500 phone: (800) 445-0090 (N)
Seahorse Inn 3402 Seawall	phone: (409) 763-2433
ABC Resort Rentals 10811 San Luis Pass Rd.	phone: (409) 740-1245
Beach Tree 3126 Avenue S	phone: (409) 763-2188
Motel 9 1002 Seawall	phone: (409) 763-8561
The Tremont House 2300 Ship's Mechanic Row	phone: (409) 763-0300
The Victorian Condo-Hotel 6300 Seawall	phone: (409) 740-3555 phone: (800) 231-6363 (N)

Houston

Marriott Westchase Hotel 2900 Briarpark at Westheimer	phone: (713) 978-7400
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Doubletree Hotel (Allen Center) 400 Dallas Street	phone: (713) 759-0202
Doubletree Hotel (Post Oak) 2001 Post Oak Boulevard	phone: (713) 961-9300 phone: (800) 245-7299 (res)
Crown Plaza 9090 Southwest Freeway	phone: (713) 995-0123 phone: (877) 227-6963
Four Seasons Hotel 1300 Lamar	phone: (713) 650-1300 phone: (800) 332-3442 (res)
Double Tree Suites Hotel 5353 Westheimer Road	phone: (713) 961-9000
Holiday Inn Houston Medical Center 6800 South Main	phone: (713) 528-7744 phone: (800) 332-3442
Hilton Southwest 6780 Southwest Freeway	phone: (713) 977-7911 phone: (800) HILTONS
Hobby Airport Hilton 8181 Airport Boulevard	phone: (713) 645-3000 phone: (800) 445-8667
Holiday Astrodome 8111 Kirby Drive	phone: (713) 790-1900 phone: (800) HOLIDAY
Intercontinental Houston 2222 West Loop South	phone: (713) 961-7272 phone: (713) 627-7600 phone: (800) 327-0200 (res)
Holiday Inn Crowne Plaza Medical Center 6701 South Main Street	phone: (713) 577-1272 phone: (800) HOLIDAY
Crown Plaza 2712 Southwest Freeway	phone: (713) 523-8448 phone: (800) HOLIDAY
Crown Plaza 425 North Sam Houston Parkway East	phone: (281) 445-9000 phone: (800) 763-4835 (outside of Texas)
Park Inn 500 Sam Houston Parkway	phone: (281) 931-0101
Houston Airport Marriott 18700 Kennedy Blvd.	phone: (281) 443-2310 phone: (800) 228-9290
Sheraton 3000 North Loop West	phone: (713) 688-0100
Houston Plaza Hilton (Medical Center) 6633 Travis Street	phone: (800) HILTONS phone: (713) 313-4000
Houstonian Hotel & Conference Center 111 North Post Oak Lane	phone: (713) 680-2626 (800) 231-2759

Hyatt Regency Houston 1200 Louisiana Street	phone: (713) 654-1234 phone: (800) 233-1234
Houston Omni Westside 13210 Katy Freeway	phone: (281) 558-8338
J.W. Marriott Hotel 5150 Westheimer	phone: (713) 961-1500 phone: (800) 228-9290
La Quinta Astrodome 9911 Buffalo Speedway	phone: (713) 668-8082 phone: (800) 531-5900
La Quinta Greenway Plaza 4015 Southwest Freeway	phone: (713) 623-4750 (800) 531-5900
Lancaster Hotel 701 Texas Avenue	phone: (713) 228-9500 phone: (800) 231-0336
Marriott West Loop by the Galleria 1750 West Loop South	phone: (713) 960-0111 phone: (800) 228-9290
Omni Hotel 4 Riverway	phone: (713) 871-8181 (800) 843-6664 (res)
Best Western Houston Medical Center 6700 South Main Street	phone: (713) 522-2811
Ramada Humble 6115 Will Clayton Pkwy	phone: (281) 883-0020 (800) 228-5151
Springhill Suites 1400 Old Spanish Trail	phone: (713) 796-1000 (866) 439-PARK
Hotel Ambassador 4225 North Freeway	phone: (713) 742-8826 (800) 228-2828
Residence Inn by Marriott 7710 South Main	phone: (713) 660-7993 (800) 331-3131
Saint Regis 1919 Briar Oaks Lane	phone: (713) 840-7600 (800) 325-3589 (res)
Comfort Inn 5820 Katy Freeway	phone: (713) 869-9211 (800) 329-7466
Park Plaza 8686 Kirby Drive	phone: (713) 748-3221 (800) 627-6461
Sheraton Crowne Hotel & Conference Center 15700 John F. Kennedy Boulevard	phone: (281) 442-5100 (800) 444-2217
Garrett Hotel 2525 West Loop South	phone: (713) 961-3000 (800) 288-3927
Renaissance Hotel 6 Greenway Plaza East	phone: (713) 629-1200 (888) 236-2427

San Leon**Mandolin Pier**

942 5th Street

phone: (281) 339-3143

Sugar Land**Marriott**12655 Southwest Fwy
Stafford TX 77477

phone: (281) 491-7700

Drury Inn13770 Southwest Fwy
Sugar Land TX 77478

phone: (281) 277-9700

Holiday Inn14444 Southwest Fwy
Sugar Land TX 77478

phone: (281) 565-6655

Marriott Sugar Land16090 City Walk
Sugar Land TX 77479

phone: (281) 275-8400

Residence Inn12703 Southwest Fwy
Stafford TX 77477

phone: (281) 277-0770

Studio 6 Hotel12827 Southwest Fwy
Stafford TX 77477

phone: (281) 240-6900

Texas City**La Quinta Inn**

1221 Highway 146 North

phone: (409) 948-3101
(800) 531-5900**9272 Food & Water****Regal Food Service**3515 East Tex Freeway
Houston, TX 77026

phone: (713) 222-8231

fax: (713) 222-2549

Regal Food Service has the capabilities to deliver on- site food services. These services range from sandwiches to hot meals including breakfast, lunch and dinner. These services are available with minimal notice.

Gabby's Bar-B-Que & Catering3101 N. Shephard
Houston, TX 77018

phone: (713) 864-5049

Gabby's Catering has the capabilities to deliver on-site food services. These services range from sandwiches to hot meals including breakfast, lunch and dinner. These services are available with a 24-hour notice.

Catering by Benno112 28th St.
Galveston, TX 77550

phone: (409) 762-3666

fax: (409) 765-9559

Ozarka Drinking Water

9351 East Point Dr.
Houston, TX 77054

phone: (713) 792-0141
phone: (800) 950-9397
fax: (713) 792-0120

Bill's Wholesale Ice

7315 Lanndale
Houston, TX 77012
Can also provide rental freezers

phone: (713) 923-7555

9273 Maintenance and Fueling Facilities**9273.1 Maintenance Facilities****Stewart & Stevenson Service, Inc.**

8631 East Freeway
Houston, TX 77029

phone:(713) 671-6220 (24 hrs)
fax: (713) 671-6160

Mustang Power Systems

12800 Northwest Frwy.
Houston, TX 77040

phone: (713) 460-7211
fax: (713) 460-3852

NCI Diesel

Pier 77
Galveston, TX 77554

phone: (409) 740-0291
fax (409) 744-5832

Able Communications Co., Inc.

5906 W. Broadway
Pearland, TX 77581

phone: (281) 485-8800
fax: (281) 485-8230

Automatic Power, Inc.

213 Hutcheson St.
Houston, TX 77023

phone: (713) 228-5208
fax: (713) 228-3717

Radio Holland USA

8943 Gulf Freeway
Houston, TX 77017

phone: (713) 378-2100
fax: (713) 378-2101

9273.2 FUELING FACILITIES

Houston Marine Services (Transmontaigne)

850 South Lynchburg Road
Baytown, TX 77520

phone: (281) 424-2525
fax: (281) 424-2520

InterGulf Fuels, Inc.

10020 Bayport Blvd
Pasadena, TX 77507

phone: (281) 474-4210
fax: (281) 680-5801

Buffalo Marine Service

8201 E. Erath
Houston, TX 77012

phone: (713) 923-5571
fax: (713) 923-5304

Galveston Yacht Basin

715 N. Holiday Drive
Galveston, TX 77550

phone: (800) 866-2869
fax: (409) 765-9682
phone: (409) 762-9689

Eagle Point Fishing Camp101 First Street
San Leon, TXphone: (281) 339-1131
fax: (281) 339-2684**South Shore Harbor Marina**2551 South Shore Drive
League City, TXphone: (281) 334-0515
fax: (281) 334-0288**Bolivar Yacht Basin**1283 W. Boyt Road
Port Bolivar, TX 77650

phone: (409) 684-7777

Bridge Harbor Yacht Club411 Sailfish Lane
Freeport, TX 77541phone: (979) 233-2101
Fax: (979) 233-2206**9274 Response Equipment****9274.1 Large Rental Facilities**

The following are rental companies that can supply a variety of equipment such as generators, compressors, portable lights, etc.

United Rentals8807 Highway 225
La Porte, TX 77571phone: (281) 479-3341
fax: (281) 479-7043**Sunbelt Rentals**5513 Spencer at East Belt
Pasadena, TX 77505phone: (281) 487-7171
fax: (281) 487-7751**Aztec Rental Co.**5702 Bissonnet
Houston, TX 77081phone: (713) 667-5651
fax: (713) 667-5656**Ryder Truck Rental**8855 Wallisville Rd.
Houston, TX
77029phone (713) 675-1681
fax: (713) 675-6751**Stewart & Stevenson**8631 East Freeway
Houston, TX 77029phone: (713) 671-6100
fax: (713) 671-6164**9274.2 Industrial Hose Suppliers**

The following can supply a complete line of industrial hoses for all aspects of an oil spill response.

Triplex, Inc – Corporate Office1122 Kress St.
Houston, Tx 77020Phone: (713) 672-9911
Fax: (713) 672-6975Website: <http://triplex-inc.com/locations/>**Triplex, Inc. HOUSTON**8555 E. North Belt
Humble, TX 77396phone: (713) 672-7521
fax: (713) 672-5642

Triplex, Inc. FREEPORT1404 N. Avenue J
Freeport, TX 77541phone: (979) 233-2681
Fax: (979) 233-1763**Triplex Inc CORPUS CHRISTI**2022 Laredo Street
Corpus Christi, TX 78405phone: (361) 883-4353
Fax: (361) 883-5711**Triplex Inc. TEXAS CITY**203 25th Street South
Texas City, TXphone: (409) 948-1708
Fax: (409) 948-1700**9274.3 Workboat/Offshore Supply/Other Vessels**

The following are sources to obtain vessels to move personnel and supplies in response to an oil spill within the Houston/Galveston Areas of Responsibility.

McDermott International, Inc.757 N. Eldridge Pkwy
Houston, TX 77079

phone: (281) 870-5000

SEACOR SMIT Inc.818 Town & Country BLVD
Houston, TX 77024phone: (281) 606-4800
fax: (281) 899-4801**Masco Operators, Inc.**225 East Park Ave.
Freeport, TX 77542phone: (979) 235-4827
fax: (979) 233-4422**9274.4 Trucking/Transportation Companies**TEAM WORLDWIDE TRUCKING
Houston, TX (VOSS SHIPPING)phone: (800) 338-2925
phone: (281) 442-5700**9280 Miscellaneous Contacts****9281 Stakeholders**

Stakeholders will be identified based on the area impacted, and in consultation with our federal, state, local, non-governmental organizations, and industry partners.

9300 Draft IAP for Worst Case Discharge Scenario

Sector Planning has worked with BSEE, and other coastal Area Committees to acquire a draft IAP for a worst case discharge scenario in time for the 2016 update.

9400 Area Planning Documentation**9410 Discharge and Release History****9411 Sector Houston-Galveston Spill History**

DATE	LOCATION	INVOLVED PARTY	PRODUCT	AMOUNT
06-May-79	TENNECO	T/S OSCO SPIRIT	N-PROPYL ALCOHOL	1,400 BBLS
01-Sep-79	SHELL D.P.	T/S CHEVRON HAWAII	CAT FEED STOCK	20,000 BBLS
28-Jan-81	HSC @ MORGANS PT.	T/S OLYMPIC GLORY	CRUDE OIL	22,000 BBLS

<u>DATE</u>	<u>LOCATION</u>	<u>INVOLVED PARTY</u>	<u>PRODUCT</u>	<u>AMOUNT</u>
14-Jul-84	SHELL D.P.	SHELL D.P.	FUEL OIL	1,190 BBLs
28-Aug-84	SAN JACINTO RIVER	EXXON PIPELINE	CRUDE OIL	3,818 BBLs
02-May-85	AMERADA HESS	AMERADA HESS	JP-5	1,500 BBLs
31-Jan-86	H.S.C	T/B CARBIDE 52	IF-180	525 BBLs
23-Jun-89	BAYPORT CHANNEL	T/B COASTAL 2514	SLURRY OIL	6,000 BBLs
12-Aug-90	LYONDELL PETRO	T/B SFI-33	#6 OIL	1,200 BBLs
18-Feb-94	GATX-PASADENA	T/S S-16	UNLEADED GAS	1,500 BBLs
18-Oct-94	GATX	GATX	GASOLINE	500 BBLs
20-Oct-94	SAN JACINTO RIVER	COL/TEX/VALERO	CRUDE/DIESEL/GAS	35,715 BBLs
23-Jan-95	DEER PARK	PAKTANK	LUBE OIL	1,000 BBLs
25-Sep-95		SOUTHERN PACIFIC RR	WASTE OIL	1,012 BBLs
29-Oct-95	M/V STOLT SPUR		ALCOHOL C13	690 BBLs
10-Mar-96	M/V MARE QUEEN		PROCESSED GAS OIL	1,492 BBLs
26-May-96		T/B BUFFALO 286	#6 FUEL OIL	619 BBLs
06-Aug-96	REDFISH IS. HSC	T/B COASTAL 2525	COKER FEED STOCK	200 BBLs
30-Sep-96	CROWN CENTRAL PETROLEUM		CRUDE OIL	1,350 BBLs
23-Feb-97	EXXON	M/V ORIENTAL	LUBE OIL	150 BBLs
17-Jan-98	TRINITY BAY	VINTAGE PETRO	CRUDE CONDENSATE	144 BBLs
01-Aug-98	CARE TERMIAL HSC	M/V FLORENA	DIESEL	179 BBLs
07-Oct-98	HUNTING BAYOU	WILLIAMS CO.	DIESEL	205 BBLs
25-Jun-99	SHELL DEER PARK	KIRBY INLAND	KEROSENE	355 BBLs
28-Jun-99	ALEXANDER ISLAND	EXXON PIPELINE	CRUDE OIL	1,000 BBLs

9412 MSU Texas City Spill History

<u>DATE</u>	<u>LOCATION</u>	<u>INVOLVED PARTY</u>	<u>PRODUCT</u>	<u>AMOUNT</u>
01-Nov-79	NEARSHORE GAL.	M/V BURMAH AGATE	CRUDE OIL	255,000 BBLs
30-Jul-84		M/V ALVENUS	CRUDE OIL	67,000 BBLs
25-Mar-90	GICW - FREEPORT	T/B MB 2	CRUDE CONDENSATE	1,310 BBLs
8 JUN 90	LIGHTERING AREA	M/B MEGA BORG	CRUDE OIL	92,860 BBLs
17-Aug-90	H.S.C.	T/B APEX #3417	CATALYTIC FEED	16,476 BBLs
6 SEP 91	HIGH ISLAND	AMOCO PIPELINE	SWEET CRUDE	900 BBLs
17-Jul-92	TEXAS CITY	M/V SHOKO MARU	MAYAN CRUDE	2,350 BBLs
5 FEB 95	LIGHTERING AREA	M/V BERGE BANKER	NO.6 HFO	UNKNOWN
18-Mar-96	HSC & GALVESTON	T/B BUFFALO 292	#6 OIL	4,200 BBLs
18-Jan-98	LIGHTERING AREA	HIGH ISLAND PL	CRUDE OIL	1,000 BBLs
21-Jan-98	LIGHTERING AREA	M/V RED SEAGULL	CRUDE OIL	600 BBLs
06-Aug-98	HSC @ REDFISH IS.	T/B COASTAL 2525	ASPHALT	200 BBLs

<u>DATE</u>	<u>LOCATION</u>	<u>INVOLVED PARTY</u>	<u>PRODUCT</u>	<u>AMOUNT</u>
10-Sep-98	GICW & OLD BRAXOS	T/B S2511	CRUDE OIL	100 BBLS
NOV 04	PORT OF TEXAS CITY	T/B 1477	SULFURIC ACID	6400 BBLS
DEC 05	HIGHLAND BAYOU MARSH		DIESEL FUEL	350 BBLS
AUG 05	CHOCOLATE BAYOU	T/B 3030	SULFURIC ACID	7150 BBLS
OCT 05- AUG06	PELICAN IS BRIDGE	UNION PAC RR	CRUDE	UNKNOWN
24-Dec-06	GOM	PLAINS PIPELINE	CRUDE	1310 BBLS
22-Mar-14	HSC & GALVESTON Texas City 'Y'	KIRBY	RMG 380	4000 BBLS

9420 Risk Assessment

A high probability exists for a worst-case or near worst-case scenario spill to occur almost anywhere in the HSC from Bolivar Roads inwards to the Port of Houston given the high volume of deep-draft traffic, the prevalence of oil and gas support vessels, drilling rigs, and tug/barge composites. Also, the unpredictable and sometimes sudden severe weather during transitional seasons and afternoon thunderstorms during the summer months increase the risk.

Primary transportation route for deep-draft tanker traffic in the Houston-Galveston zone is via the Houston Ship Channel (HSC). The HSC is a 52 nm long ship channel that begins in the Gulf of Mexico south of Bolivar Peninsula and Galveston Island and terminates at the Port of Houston, near Buffalo Bayou. The HSC crosses the western portion of Galveston Bay for approximately 22 nm before entering the natural drainage paths of the San Jacinto River and Buffalo Bayou. Buffalo Bayou is one of the drainage basins for the City of Houston. The ship channel follows the winding path of the San Jacinto River as it proceeds northwestward from Galveston Bay, passing west of Atkinson Island and Baytown to the mouth of Buffalo Bayou, thence westward toward Houston. The HSC terminates at the turning basin, but Buffalo Bayou continues westward beyond the turning basin for a distance of about 4.8 nm. Extensive petrochemical installations, including refineries and storage tanks, are located along the HSC from the turning basin to Atkinson Island and Texas City. In addition to the large industrial facilities, Galveston Bay has several smaller bays and harbors that are used for recreational boating. The Port of Galveston is located on the north side of the east end of Galveston Island. The Port of Galveston has facilities on both sides of Galveston Channel, which extends southwestward from the Bolivar Roads Channel, passing between Galveston and Pelican Islands.

9421 Vulnerability Analysis

Many areas in and along the HSC can be considered environmentally sensitive areas. These coastal areas are the habitat for numerous species classified as endangered and threatened.

9422 Seasonal Considerations

Wind: Summer winds (May - October) are most frequently observed from ESE-SSW at 8-10 kts producing northwesterly directed waves. Winter winds (December - March) are most frequently observed from SSE - NNW at 10-15 kts. The winter season also includes additional frequent strong winds from the SE to NNW at 15 and higher associated with frontal passages.

9430 Planning Assumptions – Background Information

Subcommittees review applicable sections & are evaluated by Chairman and Steering Committee for final approval. Area Contingency Plans shall be reviewed and updated annually by the Area Committee. Plans shall be reviewed to ensure all information is current, and in particular, the following areas shall be looked at: emergency notification list, response equipment information (type and amount of equipment available), sensitive areas, hazard/risk assessment of the area, response strategies (changes based on new technology, new equipment, etc.), dispersant approval. Any changes to the plan must be noted on the record of changes page.

The FOSC shall periodically conduct drills of removal capability, without prior notice, in areas for which Area Contingency Plans are required, to assess the effectiveness of such plans and relevant tank vessel

and facility response plans. These drills may include participation by Federal, State, local agencies, owners and operators of vessels and facilities in the area, and private industry. The NSFCC will act as a clearinghouse for these exercises, participating in the development, execution, and evaluation to the fullest extent practicable, with the cognizant program managers of the USCG and EPA. The NSFCC may, in conjunction with the cognizant program managers of the USCG and EPA, impose unannounced area or multi-area exercises.

[NOTE: The NSFCC is responsible for executing the National Response System Pollution Exercise Program (NRSPEP). All Coast Guard participation in exercises will be coordinated with and/or through the NSFCC.]

All responses will be in the Sector Houston-Galveston COTP AOR unless conducted jointly with other AOR's (as in SON's exercises). All other assumptions will be as decided by the drill committee.

9440 Planning Scenarios

9441 Worst Case Spill Scenario - Offshore

9441.1 Super Tanker Collision in Freeport Lightering Area

Scenario

Situation

4:45p.m. Friday afternoon; a collision between the M/V Jahre Viking (ULCC) and another VLCC. Two (2) crewmembers are missing; presumed in water.

Location

Freeport Lightering Area 28-37 N. latitude, 095-08 W. longitude.

Type and amount of spill

Arabian heavy crude (API 27.67); 4 Million BBLs.

Can pollution source be secured?

N/A, total loss of vessel and its cargo.

Sensitive areas at risk

- (1) Environmental: Marshes and estuaries along coast.
- (2) Human use: Coastal beaches and recreational boating offshore.
- (3) Industrial:
 - (a) Close lightering area and shipping fairways.
 - (b) Close Port of Freeport to commercial traffic during cleanup ops.
 - (c) Disrupt commercial fishing/shrimping.

Time of the year

Summer.

On-scene weather

Gale force winds from the SSE, thunderstorms.

Initial Actions

Notification

Stricken vessel notifies owner rep. who in turn notifies the National Response Center (NRC). NRC notifies – USCG District Eight OPCEN (CCGD8(opc)) to coordinate the Search & Rescue of missing crewmembers and MSU Texas City to coordinate the pollution response. MSU Texas City notifies MSU Port Arthur, Sector Corpus Christi, TGLO, and the Natural Resource Trustees. Refer to Annex J, Appendix I for an Emergency Notifications List (2-hour)

Activation of response

- (1) FOSC notify CCGD8(opc); request CG helo over-flights and CG vessels for offshore command post platforms (draft and send POLVEST message).

- (2) Schedule immediate helo overflight (1 FOSC rep/1 SOSC rep); videotape vessels and spill area (3 hours on-scene).
- (3) Verify vessel activated its Vessel Response Plan and appropriate offshore spill response equipment is enroute (Verify: 2 hours).

Initial on-scene investigation, evaluation and recommendations

- (1) Determine extent of damage to vessels.
 - (a) Sector Inspectors/Casualty Investigators: Interview crewmembers, survey damage to vessels, determine if vessels can be moved.
- (2) Estimate size of oil slick and movement.
 - (a) FOSC/SOSC Pollution Investigators: Determine product type/characteristics, dispersability, spill trajectories, and potential impact areas.

Initial response actions and strategies

- (1) Identify cargo, hazards, and amount spilled. (2 hours)
- (2) Establish Unified Command Post. Implement response organization (UCS).
- (3) FOSC authorizes initial application of dispersants. (next day, first light)
 - (a) Stage in situ burning equipment and request approval for burn in hopes weather conditions will improve. (12 hours)
- (4) Initiate on-water oil recovery operations. (12 hours)
- (5) Issue Letter of Federal Interest to vessel rep. and Letter of Designation
 - (a) RP is not taking action: Issue Letter of Assumption; access Fed/State Pollution Funds; and initiate response actions.
- (6) Identify/prioritize sensitive areas.
 - (a) Designate offshore field command posts, staging areas, and dispatch response teams.

Spill Response Organization

Situational

Activate MSU Texas City ICS and establish a Unified Command Post.

Organization

Unified Command Structure; FOSC, SOSC, RP Rep., Fed/State Resource Trustees, Local Emergency Response Coordinators. SONS organization will likely be activated for a spill of this magnitude.

Critical positions

- (1) FOSC/SOSC
- (2) Scientific Support Coordinator
- (3) FOSC/SOSC/RP representatives stationed offshore on a CG Cutter.
- (4) Media/Public Relations

Containment, Countermeasures and Cleanup Strategies

Offshore

- (1) Dispersant application (aircraft & vessel)
- (2) In situ burning
- (3) Open water oil recovery

Nearshore

- (1) Open water oil recovery
- (2) In situ burning

Shoreline

- (1) Use natural along shore currents to funnel deflect oil in to natural collection points. Prioritize and protect sensitive areas. Presents opportunity to test different methods for cleanup bioremediation in remote areas.

Inland

Potential for significant impact to coastal and tidally influenced inland waters. Prioritize and protect sensitive areas.

Sensitive areas

Coastal bays, estuaries, and wetlands. Protective booming where possible; nestling protection, and animal hazing.

Resource Requirements

<u>Equipment:</u>	<u>Amount:</u>
Vac trucks	130
Frac tanks	50
Offshore boats	30
Tank barges	15
Tank ships	2
VOSS skimming vessels	5
John boats	15
Small boats	5
18"/24" harbor boom	45,000 ft
Offshore boom	25,000 ft
Fire boom	10,000 ft
CG C-130	2
Helo	3
Dispersants	100,000 gals
In situ drop torch	8
Sorbents	unlimited supply
<u>Personnel:</u>	<u>Amount:</u>
Coast Guard A/D	75
Reservists	35
Auxiliarists	15
Other Federal	25
State	22
Local	16
Contractor	300

Available Resources and Sources of Procurement**Pollution contractors/CO-OPs**

Will provide primary response equipment & personnel (12-hour response time).

Additional resources

(12 - 48 hour response time for all resources.)

- (1) Federal:
 - (a) National Strike Force Coordination Center
 - (b) NSF
 - (c) RRT
 - (d) Natural Resource Trustees
 - (e) Regional CG Sectors and MSU's
 - (f) CG Strike Teams
 - (g) National Pollution Funds Center
 - (h) District Response Advisory Team
 - (i) Public Information Assist Team
 - (j) Scientific Support Coordinator
 - (k) MLC Contracting
- (1) State:
 - (a) TGLO
 - (b) TCEQ
- (2) Local:
 - (a) Municipal Public Works

Shortfalls**Equipment**

- (1) Logistics staging equipment and operating it offshore.
- (2) Limited availability of dispersant stockpiles.

Personnel

Additional personnel will come in from outside the area.

Funds

None.

Minimum response times:

Delays in response due to remoteness.

Location and identification of additional resources

None.

Duration of Cleanup

Mechanical cleanup only - 3 weeks

Mechanical cleanup combined with other methods - 4-7 days.

NOTE: THESE TIMES ARE FOR PLANNING PURPOSES ONLY AND DO NOT REFLECT PERFORMANCE STANDARDS.

Disposal Options for Different Volumes of Debris

Landfill

Sorbents and oiled debris (every 20 cu yards must be analyzed for total petroleum hydrocarbons).

Recovered product

Return to facility processes.

Procedures and criteria for terminating the cleanup

The cleanup efforts will continue until the determination is made jointly by the FOSC, SOSC, Natural Resource Trustees, and Responsible Party to cease cleanup operations.

9442 Maximum Most Probable Spill Scenario – Galveston Bay

9442.1 Vessel Collision at Intersection of HSC, TCC, & GICW

Scenario

Situation

Deep draft vessel collision with a string of oil barges. Collision resulted when tow vessel lost control of barges (due to unusually strong tidal currents) as it exited the GICW at Bolivar Peninsula. The barges swung into the path of the outbound tank ship. The tank ship impacted the barges at a 45-degree angle. The bulbous bow undercut the two lead tank barges causing major structural damage. The two lead barges immediately sank in the HSC.

Location

Galveston Bay, intersection of HSC, TCC, and GICWW.

Type and amount of spill

#6 Fuel Oil; 45,000 BBLs.

Can pollution source be secured?

N/A, total loss of cargo from both tank barges.

Sensitive areas at risk

a. Environmental:

- (1) Bay, Trinity Bay (Pelican Is., Red Fish Is., Big Reef, Hanna Reef, Vingt-et-un Islands Wildlife Management Bird Rookeries in Galveston Bay, East Bay, West Area)
- (2) Marshland and bird habitat on Pelican Is. and Bolivar Peninsula.
- (3) Swan Lake, Dickinson Bayou, Moses Lake/Dollar Bay.
- (4) Possible contamination of shellfish grounds.

b. Human use:

- (1) Galveston Yacht Basin
- (2) Close Texas City Dike to general public.
- (3) Close impacted beaches.
- (4) Prohibit recreational boating in the affected areas.

c. Industrial:

- (1) Close HSC, TCC, and GICWW to vessel traffic.
- (2) Shutdown Bolivar Ferry.
- (3) Halt commercial fishing within the bay.
- (4) Shutdown municipal and industrial water intakes in Galveston and Texas City.

Time of the year

Fall (birds nesting/nestlings present)

On-scene weather

Heavy fog, overcast skies, winds from SSE at 15 kts.

Initial Actions**Notification**

CG VTS receives notification from Houston Pilot aboard the tankship via VHF-FM radio Ch 16. CG VTS then notifies MSU Texas City via landline: MSU Texas City notifies CCGD8 (opc), SFO Galveston, TGLO, and Natural Resource Trustees (2 hours).

Activation of response

- 1) Recall & dispatch MSU Texas City (Pol-Inv/Insp/Cas-Inv) with State pollution response teams for initial assessment. (2 hours).
 - (5) Schedule helo overflight (1 FOSC rep/1 SOSC rep); videotape area (2 hour).
- 2) Federalize the spill and hire/dispatch pollution contractor (contractor ETA 2 hours).
 - a) Dispatch CG & State response equipment (mobile command posts, small boats, boom, Sorbants, safety equipment, etc.) (3 hours)

Initial on-scene investigation, evaluation and recommendations

- 1) FOSC/SOSC on scene response personnel determine extent of damage to vessels.
 - (6) Overflight will assess the size of the spill and movement.
- 2) MSU Inspectors/Casualty Investigators: Interview crewmembers, survey damage to vessel, gauge tanks to determine cargo quantity lost, determine if vessel can be moved.
- 3) MSU Chorused Pollution Investigators: Assess the initial extent of impact, identify staging areas, and gather on scene weather and tidal data. (4 hours)

Initial response actions and strategies

- 1) COTP close HSC, TCC, and GICW to vessel traffic. Establish Safety Zone (enforced by MSU personnel aboard CG Base Galveston small boats.).
- 2) Identify cargo, hazards, and amount spilled.
- 3) Damage control on vessels, gauge tanks, and attempt secure pollution source if possible.
- 4) MEDIC by vessel/helo any injured crew members or response personnel.
- 5) FOSC to Issue Letter of Federal Interest and Letter of Designation of Source.
- 6) RP is not taking action: Issue Letter of Assumption; access Fed/State Pollution Funds; and initiate response operations.
- 7) Establish Unified Command Post.
- 8) Implement response organization (UCS).
- 9) Designate field command posts, staging areas, and dispatch additional response teams.
- 10) Identify/prioritize sensitive areas.
- 11) Identify optimum removal techniques (expeditiously submit any request for methods which require FOSC/SOSC, RRT, or State agency approvals).

Spill Response Organization**Situational**

Activate MSU Texas City ICS and establish a Unified Command Post.

Organization

Unified Command Structure; FOSC, SOSC, RP Rep., Fed/State Resource Trustees, Local Emergency Response Coordinator. SONS organization may be activated.. Natural Resource Trustees are located in section 5632.

Critical positions

- 1) FOSC/SOSC
- 2) FOSC/SOSC/RP reps. on scene.
- 3) Media/Public Relations
- 4) Natural Resource Trustees
- 5) Scientific Support Coordinator

Containment, Countermeasures, and Cleanup Strategies**Offshore**

None

Near shore

Potential risk of oil escaping to Gulf of Mexico through Galveston entrance jetties during ebb tide resulting in beach impact. Tidal currents are too strong to boom entrance channel; will have to use deflection booming along East end of Galveston Island.

Shoreline

Significant impact to beaches along coastline.

Inland

Significant impact to Bay marshes and wetlands, residential areas, beaches, marinas, and industrial marine terminals.

- 1) Setup staging areas at the end of Texas City Dike, Eagle Point, Fort Point, and the Lake Anahuac boat ramp.
- 2) On water recovery using local pollution contractor, industry, and government response equipment.
- 3) Initiate approval process for use of alternative response procedures such as chemical additives and in-situ burning.
- 4) Setup deflection booms & Vac trucks along East end of Galveston Island to direct oil movement to collection areas (4000' 24" harbor boom).
- 5) Setup protection booming of wildlife areas, environmentally sensitive areas, water intakes, marinas (40,000' 18"-24" harbor boom).
- 6) Preferred removal methods:
 - a) Mechanical recovery
 - b) In-situ burn
 - c) Additives (elastol, herders)
 - d) Bioremediation
 - e) Natural remediation
 - f) Dispersants

Sensitive areas

Refer to section 4400, Area 6 (Lower Galveston Bay), Area 7 (Upper Galveston Bay), Area 8 (Trinity Bay) and Area 9 (East Bay).

Resource Requirements

Personnel

<u>Personnel(by Organization):</u>	<u>Amount: ~ 1500</u>
RP	40
Coast Guard A/D	80
Reservists*	30
Auxiliarists*	8
Other Federal	10
State	18
Local	15
Contractor	1250
Volunteers	15
<u>Personnel(by ICS Section):</u>	<u>Amount: ~1500</u>
Unified Command (RP, CG, Galveston County, Galveston City, Texas City)	5
Command Staff	
Public Affairs/JIC	10
Liaison/Visitors Bureau	5
Safety	2
Legal	
Planning	
Situation Unit	20
Resources Unit	10
Environmental Unit	10
Demob	4
Docu	6
MTSRU	6
Disposal/Decon Planning	4
Operations	
ICP (Branch & Groups)	50
Field	1300
Logistics	40
Finance	10

*Initiate Requests for activation of Reserve and Auxiliary immediately. Ensure Reserve activations are for over 30 day

Equipment

<u>Equipment:</u>	<u>Amount:</u>
Shallow water skimmers	10
CCA barge skimmers	2
EXXON skimmers	4
NAVSUPSALV skimmers	6
Portable skimmers	12
Vac trucks	40
Frac tanks	20
Open dumpsters	50
VOSS skimming vessels	5
John boats	15
Small boats	12
18"-24" harbor boom	50,000 ft
Helo	2
In-situ drop torch	2
Sorbents	unlimited supply

Available Resources and Sources of ProcurementPollution contractor

Will provide primary response equipment & personnel. (1-12 hour response time)

Additional resources

Will be requested from: (2-48 hour response time)

- 1) Federal:
 - a) National Strike Force Coordination Center
 - b) NSF
 - c) RRT
 - d) Natural Resource Trustees
 - e) Regional CG Sectors
 - f) CG SFO's Strike Teams
 - g) National Pollution Funds Center
 - h) District Response Advisory Team
 - i) Public Information Assist Team
 - j) Scientific Support Coordinator
 - k) MLC Contracting
 - l) NAVSUPSALV
- 2) State:
 - a) TGLO
 - b) TCEQ
- 3) Local:

- a) Municipal Public Works
- 4) Industry:
 - a) Marine Industry Response Equipment

Shortfalls**Equipment**

None

Personnel

None

Funds

None

Minimum response times

None

Location and identification of additional resources

None

Duration of Cleanup**Mechanical cleanup only**

28 days.

Mechanical cleanup combined with other methods

15 days.

NOTE: THESE TIMES ARE FOR PLANNING PURPOSES ONLY AND DO NOT REFLECT PERFORMANCE STANDARDS

Disposal Options for Different Volumes of Debris**Landfill**

Sorbents and oiled debris (every 20 cu yards must be analyzed for total petroleum hydrocarbons).

Recovered product

Return to facility processes.

Procedures and Criteria for Terminating the Cleanup**Cleanup Termination**

The cleanup efforts will continue until the determination is made jointly by the FOSC, SOSC, Natural Resource Trustees, and Responsible Party to cease cleanup operations.

9443 Maximum Most Probable Spill Scenario – East Matagorda Bay**9443.1 Barge Collision on Gulf Intracoastal Waterway (GICW) near East Matagorda Bay****Scenario****Situation**

At 0300 on the GICW, a westbound tow pushing gravel barges loses steering and collides with eastbound tow pushing loaded oil barges; 1 cargo tank ruptured. No crew injuries on either vessel. Oil barge operator states that the accident was not his fault and he refuses to take any action to clean up the oil or to accept any responsibility.

Location

GICW MM429, at East Matagorda Bay.

Type and amount of spill

#2 Diesel; 4,000 BBLs.

Can pollution source be secured?

No, total loss of contents of 1 cargo tank.

Sensitive areas at risk

- 1) Environmental:
 - a. E. Matagorda Wildlife Management Area (WMA).
 - b. Live Oak Bayou, Lake Austin, Pelton Lake, Boggy Lake, St. Mary's Bayou.
 - c. Dressing Point (bird rookeries).
 - d. Seagrass beds, marshland, oyster reefs, exposed tidal flats, bay margins.
- 2) Human use: Prohibit hunting, fishing and recreational boating in affected areas.
- 3) Industrial: Close GICW to vessel traffic.

Time of the year

January

On-scene weather

Overcast skies, wind from NE at 20 kts; 15 hours into the incident, wind shifts to SSE at 10 kts with associated frontal passage (High pressure air mass moving into area pushes water out of E. Matagorda Bay exposing tidal flats).

Initial Actions**Notification**

CG Station Freeport receives notification from towboat operator via VHF-FM radio Ch 16. Station Freeport then notifies MSU Texas City, who notifies TGLO, E. Matagorda WMA Game Wardens, and E. Matagorda Bay Emergency Response Coordinator (Sheriff). (1 hour)

Activation of response

- 1) Recall & dispatch MSU Texas City (Pol-Inv/Insp/Cas-Inv) and TGLO pollution response teams with trailered boats (ETA 3 hours).
- 2) Schedule helo overflight at first light (1 FOOSC rep/1 SOOSC rep); videotape area (1 hour).
- 3) Federalize the spill and hire/dispatch pollution contractor (contractor ETA 4 hours).
- 4) Dispatch CG & State response equipment (mobile command posts, small boats, boom, sorbent, safety equipment, etc.) (6 hours)

Initial on-scene investigation, evaluation and recommendations

- 1) Utilize Game Wardens and Sheriff's Department Marine Division to provide initial on scene assessments and extent of impact.
- 2) E. Matagorda Co. has a Civil Air Patrol, which can provide additional over-flights.
- 3) MSU Inspectors/Casualty Investigators: Interview crewmembers, survey damage to vessel - gauge tanks to determine cargo quantity lost, determine if vessel can be moved.
- 4) MSU Pollution Investigators: Identify extent of impact to E. Matagorda Bay and bayous along GICW, staging areas, on-scene weather and tidal data. (6 hours)

Initial response actions and strategies

- 1) COTP close GICW to vessel traffic. Establish Safety Zone (enforce by MSU personnel aboard CG Sta Freeport & Corpus Christi vessels).
- 2) Identify cargo, hazards, and amount spilled.
- 3) Damage control on vessels, gauge tanks, and attempt secure pollution source if possible.
- 4) MEDIVAC by vessel/helo any injured crewmembers or response personnel.

- 5) RP is not taking action: Issue Letter of Federal Interest, Letter of Designation, and Letter of Assumption; access Fed/State Pollution Funds; and hire pollution contractor.
- 6) Establish Unified Command Post.
- 7) Implement response organization (UCS).
- 8) Designate field command posts, staging areas, and dispatch response teams.
- 9) Identify/prioritize sensitive areas.
- 10) Identify optimum removal techniques (expeditiously submit any request for methods which require FOSC/SOSC, RRT, or State agency approvals).

Spill Response Organization

Situational

Activate MSU Texas City ICS and establish a Unified Command Post.

Organization

Unified Command Structure; FOSC, SOSC, RP Rep., Fed/State Resource Trustees, Local LE/Emergency Response Coordinator (Bay City). SONS organization will not be activated.

Critical positions

- 1) FOSC/SOSC/RP on scene representatives.
- 2) Media/Public Relations
- 3) Natural Resource Trustees
- 4) Scientific Support Coordinator

Containment, Countermeasures, and Cleanup Strategies

Offshore

None

Nearshore

Potential risk of oil escaping E. Matagorda Bay to Gulf of Mexico; tidal currents too strong to boom cuts, will result in shoreline (beach) impact.

Shoreline

Minimal impact; area remoteness presents opportunity to test different methods for cleanup/bioremediation.

Inland

Significant impact to E. Matagorda Bay & GICW.

- 1) E. Matagorda Bay:
 - a. Look for window of opportunity for in-situ burning along Bay's entire southern shoreline. FOSC/SOSC notify Regional Response Team & Texas Air Control Board of intent.
 - b. Removal methods:
 - i. In-situ burn
 - ii. Mechanical recovery (sorbents/sweep)
 - iii. Natural remediation
- 2) GICW:
 - a. Setup staging areas at UFO Boat Launch, Chinquapin Landing (MM427), & boat launch at MM420. Use deflection booms & Vac trucks along GICW to direct oil movement to collection areas (2000' 18" harbor boom). Double booms across GICW to slow spread of oil (6000' 18" harbor boom).
 - b. Removal methods:

- i. In-situ burn
- ii. Bioremediation
- iii. Additives (elastol, herders)
- iv. Natural remediation
- v. Dispersants

Sensitive areas

Protective booming of WMA, E. Matagorda Bay/bayou cuts, Dressing Point (rookery) to prevent reduce further impact (5000'). Burn oiled marshes if weather conditions are favorable.

Resource Requirements

Equipment

<u>Equipment:</u>	<u>Amount:</u>
Vac trucks	3
John boats	6
Small boats	4
18" harbor boom	13,000 ft
Helo	1
In-situ drop torch	2
Sorbents	unlimited supply
<u>Personnel:</u>	<u>Amount:</u>
Coast Guard A/D	40
Reservists	10
Auxiliarists	4
Other Federal	4
State	12
Local	6
Contractor	120

Available Resources and Sources of Procurement

Pollution contractor:

Will provide primary response equipment & personnel (12-24 hour response time).

Additional resources:

Will be requested from:

- 1) USCG: Area Sectors, MSUs, SFO's Gulf Strike Team, National Pollution Funds Center, District Response Advisory Team, Public Information Assist Team, MLC Contracting. (12 - 48 hour response time for all resources.)

Shortfalls

Equipment

- 1) Not readily available due to remoteness of area.
- 2) Limited access for heavy equipment.

Personnel

None.

Funds

None.

Minimum response times

Delays in response due to remoteness.

Location and identification of additional resources

None

Duration of Cleanup**Mechanical cleanup only**

3 weeks

Mechanical cleanup combined with other methods

4-10 days.

NOTE: THESE TIMES ARE FOR PLANNING PURPOSES ONLY AND DO NOT REFLECT PERFORMANCE STANDARDS

Disposal Options for Different Volumes of Debris**Landfill**

Sorbents and oiled debris (every 20 cu yards must be analyzed for total petroleum hydrocarbons).

Recovered product

Return to facility processes.

Procedures and Criteria for Terminating the Cleanup**Cleanup Termination**

The cleanup efforts will continue until the determination is made jointly by the FOOSC, SOSOC, Natural Resource Trustees, and Responsible Party to cease cleanup operations.

9444 Average Most Probable Spill Scenario**9444.1 #6 Oil Spill at the Intercontinental Terminal on the HSC****Scenario****Situation**

- 1) Vessel/shore tank overfilled/hose ruptured during transfer operations.
- 2) Pipeline leak.

Typical Location

Docks located at Intercontinental (ITC) on the Houston Ship Channel west of Lynchburg.

Type and amount of spill

#6 Oil; 50 BBLs.

Spill amount based on planning factors stated in NVIC 8-92. Type of spilled product is based on MSU Texas City spill statistics from the previous two years.

Can pollution source be secured?

Yes; secured quickly upon the discovery of discharge.

Sensitive Areas at Risk

- 1) Environmental:
 - a. Oil moving into Tuckers and Carpenter's Bayou.
 - b. Oil moving into San Jacinto River/Burnett Bay.
- 2) Human Use:
 - a. Water intake points on both sides of channel.

- b. Possible contamination of shoreline at Battleground Park.
 - c. Possible disruption of operations at the Lynchburg ferry.
- 3) Industrial:
- a. Disruption of vessel traffic in and out of various facilities such as Rohm & Haas, Equity, Paktank, and Houston Fuel Oil, in addition to traffic heading further west into the Houston Ship Channel.

Time of the year

Fall (October 25, 6:00 A.M.)

Weather**

Wind: SSE 5-10 KTS

Temp: 78 deg. F

Sky Conditions: Partly cloudy; intermittent thunderstorms

Note: Seasonal data provided by Port of Houston Authority. Data indicates fall as the season with the largest volume of oil being transferred in and out of the Port of Houston.

Initial Actions**Notification:**

The facility reported the spill immediately to the National Response Center (NRC), Texas General Land Office (TGLO), and Natural Resource Trustees. Natural Resource Trustees are located in section 5632. The Coast Guard Marine Safety Office Houston is notified via flash fax from the NRC with an initial report of two barrels of oil spilled into the Houston Ship Channel.

Activation:

Using the location information contained in the initial report, Coast Guard Duty Petty Officers (DPO) are dispatched from Sector Houston - Galveston. A state response team is dispatched from the TGLO.

Initial Investigation, Evaluation and Recommendations:

Upon arrival at the scene, the response teams determine the source of the spill and confirm the identity of the responsible party. The substance is identified as #6 oil with approximately fifty barrels of product in the water. The initial response actions of the responsible party are evaluated at this time. The Federal/State On-Scene Coordinators' (FOSC/SOSC) representatives recommend the use of containment boom to keep the product from moving out into the Houston Ship Channel, and recommend mechanical removal of the product.

Spill Response Organization

The FOSC/SOSC representatives, along with the responsible party representatives and the cleanup contractors will make up the response structure during this particular response. Recommendations on the scope of the structure will come from the FOSC/SOSC representatives.

Containment, Countermeasures and Cleanup

Mechanical cleanup is the preferred method for this spill. The facility personnel to keep the product contained in the immediate vicinity of the dock immediately deployed containment boom. The responsible party to conduct the cleanup operation hires a spill response contractor. Alternate means of cleanup (in-situ burning, bioremediation and dispersant use) were requested by the responsible party and subsequently denied by the FOSC/SOSC. Mechanical cleanup was implemented using boom, vacuum trucks and sorbent material.

Resource Requirements

The following resources are required to conduct the cleanup:

- (7) 1200 ft pre-staged boom to close the slip
- (8) 2000 ft boom to contain the spill
- (9) 2000 ft sorbent boom
- (10) 2 vacuum trucks (minimum)

- (11) Sorbent pads
- (12) 2 small boats
- (13) 2 washing pumps
- (14) 1 Foreman; 11 workers (maximum)
- (15) 2 Federal Pollution Investigators
- (16) 1 to 2 State Pollution Investigators
- (17) Responsible party is liable for all cleanup costs incurred.

Available Resources and Sources of Procurement

The responsible party and the spill response contractor have provided all containment and cleanup resources. The pre-staged boom owned by the responsible party (or facility) was deployed immediately, with the vacuum trucks and containment boom deployed within two hours.

Shortfalls

There are ample resources (both personnel and equipment) available in the area to respond to the spill. No shortfalls are noted.

Duration of Cleanup

The cleanup of this spill using the approved mechanical means will take approximately eighteen to twenty-four hours of daylight operations. FOSC/SOSC representatives declare the period from the time the contractor arrives on the scene to the time the area this covers ready for inspection.

Disposal Options for Different Volumes of Debris

Sorbent material and debris are sent to a landfill. Every twenty cubic yards of waste must be analyzed for Total Petro Hydrocarbons (TPH) and TCLP Benzene. If the test determines that hazardous waste is present, the waste must be taken for hazardous waste disposal. Any liquid petroleum product phased out from the vacuum truck process may go back to the facility to be put into the fuels process.

Procedures and Criteria for Terminating the Cleanup

The FOSC/SOSC representative, responsible party representative and the spill response contractor, terminates the cleanup operation for this spill by a joint walk-through inspection. The FOSC/SOSC representatives indicate any areas that have not been satisfactorily cleaned, and the spill response contractor cleans the affected areas. Once all retrievable product and debris have been removed to the satisfaction of the FOSC/SOSC representatives, the cleanup is declared complete. The spill response contractor secures all resources; remaining personnel depart the scene.

9500 List of Agreements

Refer to Section 1260 for a list of active agreements.

9600 Conversions

There are various conversion tools and resources that you can use online, mobile applications, and other reference materials. If you need a starting point, recommend: www.google.com.

9700 List of Response References

9710 Response Strategies for Group V – Persistent Oil

9711 Introduction

The concept for the Group V Response Strategies workshops came about because many companies that were responsible for submitting Vessel and Facility Response Plans, due to the fact that they either transported and/or utilized Group V oils, also had to generate Group V Persistent Oil Response Strategies. These strategies were generally included as a portion of the VRP or FRP, and basically caused each company to reinvent the wheel when it came to planning for a Group V spill response. Therefore, it was decided that an information-sharing workshop would be beneficial for the companies

that transport, refine and/or utilize Group V persistent oils and for the Oil Spill Response Organizations (OSROs) that respond to these spills. Agency participation, both on the federal and state level, was actively sought for input in the workshops. At the initial meeting, in the fall of 1995, the workshop attendees decided that generation of a Group V Spill Response Strategies document was an objective of the group. It was further decided that the group supported the addition of the document to the Central Texas Coastal Area Contingency Plan (ACP), in the form of a reference document or appendix. This addition would allow any company responsible for generating a Group V Spill Strategies Plan to reference the ACP (and supporting documents) for their Group V plan, if they so desired.

The group further agreed that the document was to be a listing of the tools of heavy oil spill response ONLY, and that in no shape or form was this document to be construed as a set means of response to any spill. Every spill situation is unique and should be treated as such. These strategies are merely tools that have been tried in the past, with varying degrees of success. The ACP and this document are resource reference guides. These strategies will offer the responders a list of alternatives for consideration. It will UNEQUIVOCALLY be the responsibility of the Responsible Party, in conjunction with the Unified Command, to make the decisions regarding which tools to utilize in any spill response. The responsible Party will be able to reference this document to cover contingencies for a Group V Persistent Oil Spill, but will not be bound to respond in a set manner to any spill. To the extent that the Responsible Party shows due diligence and with the opportunity to consider every available option, then the response to a spill will continue to be at the company's discretion.

There were a total of seven workshops held over a four-year period, with two spin off sub-committees devoted to Sampling Protocol and the Response Methodology tasking from the main Committee. It was the consensus of the Group V Committee that this response document should be kept as clear and concise as possible. To that end, it was decided that using matrices for quick reference guides on both the Sampling Protocol and the Response Methodology would be appropriate. Flow charts were given consideration, but disregarded in favor of the environmentally specific matrix. The environment has been generally divided into three types of location for spill response operations.

- Rivers / Canals
- Estuarine
- Open Bays / Ocean

The utilization of the matrices in conjunction with the Streamlined Evaluation Process will enable the response effort to be focused more efficiently. The streamlined Evaluation Process encompasses several diverse components. These components, with Safety Considerations obviously paramount, fall under the general headings of:

- Understanding the Product
- Understanding the Environment
- Utilizing the Unified Command Structure
- Clean up Criteria
- Technical Feasibility
- Occupational Safety & Hazard Awareness Divers & Non-Traditional Response Personnel
- Availability of Specialized Equipment and Skilled Personnel
- Waste Disposal

The consideration of all of these items, in conjunction with the utilization of the locale specific matrices, should help define the goals for each specific spill situation. It may be, in many situations, that more damage would be done to the environment by recovery operations, than just leaving the product alone to degrade naturally (Unenhanced Bioremediation). The process of Integrated Bathometric Surveys may be utilized in certain situations (such as particularly sensitive areas of the environment, or if the spilled product is hazardous) to define where extensive sampling would be appropriate. Contractors that are familiar with this particular type of survey should be employed to achieve the optimum results. In most cases, it appears that the low-tech options are much more efficient, productive and preferable to the

highly sophisticated methods that may be appropriate for only a few situations. These highly technical methods are for the most part, high-cost, low-efficiency methods of response. It is desirable that responders have a range of options available to them to choose from, and this document is a listing of the current tools available. After the document is complete, the Group V Committee intends to reconvene once per year to incorporate any new technology or advancement in response methodology and assess the validity of the document.

9712 Streamlined Evaluation Process

9712.1 Understand Product

- 1) Safety Considerations
- 2) Product Phase
 - a) Solid
 - b) Liquid – Pumpable
 - c) Liquid – Non-Pumpable
- 3) Product Density
 - a) Dual Phase?
 - b) Multiple Density
 - c) Suspended in Water Column
 - d) On the Bottom
- 4) Weathering Considerations
- 5) Behavior of Product in Water

9712.2 Understand Environment

- 1) Water Depth
 - a) Shallow
 - b) Medium
 - c) Deep
 - d) Bottom Bathymetry
- 2) Water Clarity
 - a) Clear
 - b) Mild Turbidity
 - c) Turbid
- 3) Bottom Types
 - a) Sand
 - b) Silt
 - c) Hard
 - d) Obstructions
 - e) Vegetation
- 4) Current Effects
 - a) Movement of Product
 - b) Operational Impact

- 5) Traffic Considerations
 - a) Operational
 - c) Impact on Commerce
 - d) Bottom Disturbance
6. Weather Considerations

9712.3 Unified Command Structure

- a) Coordination and Cooperation of Personnel and Agencies Involved in the Decision Making Process

9712.4 Clean up Criteria

- 1) Quantity of Product Spilled
- 2) Persistence of Product
- 3) Location
 - a) Environmentally Sensitive
 - b) Economically Sensitive
 - c) Culturally Sensitive
- 4) Recoverability
- 5) Impact of Spill
 - a) Short Term
 - b) Long Term
- 6) Collateral Damage Caused by Continuation of Clean up How Clean is Clean?

9712.5 Technical Feasibility

(See Environmental Specific Matrices)

9712.6 Occupational, Safety, and Hazard Awareness for Divers and Non-Traditional Response Personnel

- 1) Product Hazards
- 2) Environmental Hazards
- 3) Integration of Emergency Procedures for Response Personnel
- 4) Integration of Operational Procedures

9712.7 Availability of Specialized Equipment and Personnel

- 1) Mobilization and Transit Times
- 2) Operational Constraints
 - a) Diver Work Hours
 - b) Night Operations
 - c) Support Platform / Crew Requirements

9712.8 Waste disposal

- 1) Waste Water Generated
 - a) Emergency Decant Authorization
 - i) Location

- ii) Product
- iii) By-Product
- 2) Dredged Material
 - a) Recovered
- 3) Storage
 - a) Temporary On-Site
 - b) Intermediate Off-Site
- 4) Segregation of Waste Streams
- 5) Final Disposal

SEE WASTE DISPOSAL SECTION OF AREA CONTINGENCY PLAN

9713 Logistical and Operational Considerations for LAPIO Spill Response System Components

Logistical Needs

- Platform (minimum size for equipment)
- Electrical (self-contained?)
- Winch / Davit
- Man-power (including maintenance)
- Set-up time
- Decon (repeated use)

Special Services

- Photo Development
- Interpretation
- Computer / Software
- Resolution of Detail

Area Coverage per Unit Time

- Point, Swath Width
- Beginning / Ending Locations

Environmental Considerations

- Visibility (air / water)
- Current Speed
- Tidal Ebb and Flow
- Wave Action
- Depth of Water
- Weather
- False Positives

Availability

- Number of Units
- Local of Remote Accessibility

Reliability

- Standard Acceptability of Performance
- New Technology

Other Considerations**9714 Sampling Detection Methods**

- Aircraft Visual
- Air Craft with Camera
- Diaper / Snare Drops
- Diver
- Diver Operating in Same Area as ROV
- Diver with Camera
- Dragnet
- Flourometer
- Grab Sampler
- Photo Bathymetry
- ROV with Camera
- Side Scan Sonar
- Sonar

9714.0 Group V Oil Spill

Response Sampling Protocol Matrix – Rivers/Canals

GROUP V OIL SPILL RESPONSE SAMPLING PROTOCOL MATRIX								
RIVERS / CANALS								
	DATA TURN AROUND	COVERAGE PER UNIT	LOGISTICAL NEEDS	PROBABILITY OF FALSE POSITIVE	ENVIRONMENTAL IMPACT	COST	PROS	CONS
Sonar	D	M	H	H	L	M	Detection of Bottom And in Water Column	Detects Oil Directly Under Vessel Only
							Demonstrated Capability	Slow Ground Truthing, Detection Runs & Interpretation
Diver w/Camera	M	S	L	L	L	M	Accurate Account of Bottom Contamination	Limited Speed, Visibility and Dive Time
							Verbal and Visual Assessment	Time Consuming and Costly Cleanup/Equipment Repair
ROV/Camera	M	M	H	M	L	M	Benefits of Divers with Unlimited Dive Time	Cannot Touch Oil on Bottom, Less Effective at Ground Truthing**
Aircraft – Visual	M	L	L	H	L	L	Able to Rapidly Cover Large Areas	Limited by Depth, Turbidity, Visibility and Weather
Aircraft – Camera	H	L	L	H	L	L	Able to Rapidly Cover Large Areas	Limited by Depth, Turbidity, Visibility and Weather
Photo Bathymetry	D	L	H	H	L	H	May Be Effective in Locating Spilled Oil	Limited Without Baseline Photos of the Area
							Detection Depths of 24-30 feet	
							Rapid Assessments of Large Areas	
Diaper, Snare Drops	M	S	L	L	L	L	Rapid Assessment of Oil in Bottom	Does not Indicate Quantity (or Depth) of Oil in Given

							Inexpensive and Low Tech Has been Effective for Certain Spill Situations	Areas
Side Scan Sonar	H	M	H	H	L	M	May Provide some Indication of Where Oil Is Likely to Collect	Calibration and Ground Truthing Slows Progress Other Methods Required for Confirmation
Dragnet	M	L	L	L	L/M/H	L/M	Able to Detect Oil in Water Column	Accuracy and Effectiveness Limited
Grab Sampler	M	S	M	L	L	L	Simple, Low Tech Quick, Accurate	Drift with Current, Must Hit Direct, Small Sample Area Difficult with Depth and Currents

Cost: H=\$100,000 – UP

M=\$10,000 - \$100,000

L=\$0 - \$10,000

9714.1 Ecko Sweep

- a) Description: Ecko Sweep is new technology developed in 1996. An integrated SONAR type device gives a tope type bottom contour that is color enhanced. May be possible to detect layers of different densities, oil layers with this instrument. Needs someone to interpret the data. Positive findings must be verified by other means.
- b) System Components: Side Scan SONAR tow buoy, cable, instrument printer, multiple beam swath fathometer, computer and graphing software.
- c) Logistical Needs
 - 1. Platform: Vessel of suitable size (~26 ft) for depth of water and sea state.
 - 2. Electrical: Needed for SONAR and printer fathometer, and computer.
 - 3. Winch/Davit: Davit needed to tow buoy.
 - 4. Manpower: Two to four plus boat crew.
 - 5. Initial Set-up time: A few hours.
 - 6. Repeated use decon: Needed only if buoy is contaminated accidentally.
- d) Special Services:
 - A. Determination of location. Sophistication of system depends on accuracy needed.
 - B. Interpretation of data.
- e) Area Coverage per Unit Time: Medium.
- f) Environmental Considerations
 - A. Visibility: N/A
 - B. Current Speed: N/A
 - C. Depth of water: Need cable length of about twice water dept at least.
 - D. False Positive: Will give false positive.
 - E. Works best in calm seas.
- g) Availability: Odom Hydrographics. 504-769-3051
- h) Reliability: Reliability depends on depth of water, bottom sediment type, and experience of operator. Must be ground truthed.
- i) Costs: Medium.

9714.2 Remote Operated Vehicle (ROV)

- A. Description: The ROV can be outfitted with still and video cameras, Side Scan SONAR, and an integrated GIS referenced mapping system.
- 2. System Components
 - 1. ROV: Vehicle (ROV) with tether, Cameras Still and Video, Color Scanning Sonar, Acoustic Positioning Unit, Differential GPS, Water Sampling Devices, Power Supply, and Video Recording equipment
 - 2. Side Scan Sonar: Towfish, recorder and cable
 - 3. Integrated Video Mapping System (IVMS): IVMS unit and GIS software
- 3. Logistical Needs
 - A. Platform: System can be operated from 30 ft.
 - B. Electrical: ROV 10 kW generator, IVMS 1 kW generator
 - C. Winch: Possibly needed depending on water depth

- D. Man power: Typically a 4 man crew
- E. Set up time: Approximately 1 day time
- F. Decon: Only if inadvertently contaminated
- A. Special Services
 - 4. Photo Development for still photography
 - 5. Photo interpretation
 - 6. Side Scan – trained personnel
 - 7. Computer Software for mapping
- B. Area Coverage: Medium
- 6. Environmental Considerations
 - A. Visibility: ROV limited by visibility. Side Scan – not visibility limited. IVMS – visibility limited
 - B. Current Speed: can affect all three systems if above ~5 knots
 - C. Depth: Typically not limiting for any of the systems
 - D. False Positive: Medium
- 7. Availability
 - A. ROVs – many available throughout the world
 - B. Side scan sonar – many available throughout the world
 - C. IVMS – few systems. Only two being used for this purpose (Sea Byte and CSA)
- a) Reliability: All three collect data very reliably.
- 9. Costs: Medium

9714.3 Aircraft Visual

- A. Description: Over flights and visual observations by trained personnel can be a valuable and reliable technique. The level of accuracy provided by this technique depends upon clarity and depth of water, the roughness of the surface waves, and the observer's ability to identify and accurately map submerged oil.
- B. System Components: Aircraft: fixed-wing aircraft or helicopter. A helicopter can generally fly slower and at a lower altitude, allowing a better view. GPS with event marker. Area maps.
- C. Logistical Needs
 - 1. Platform: fixed-wing aircraft or helicopter
 - 2. Electrical: N/A
 - 3. Winch/Davit: N/A
 - 4. Manpower: one trained observer and flight crew to assist with navigation
 - 5. Initial Set-up Time: Rapid
 - 6. Repeated Use Decon: N/A
- D. Special Services: None
- E. Area Coverage per Unit of Time: Large
- F. Environmental Considerations
 - A. Visibility: Water turbidity (suspended sediment) reduces the clarity of the water.

- B. Current Speed: A consideration if it increases water clarity.
- C. Depth of Water: the upper Texas coast can pose visibility problems in waters as shallow as 6 to 10 feet. The less turbid waters of the south Texas coast may allow photography to greater depths.
- D. False Positive Potential: High
- E. Viewing Altitude: Reconnaissance from an altitude of 1,000 to 2,000 ft, but closer observations may be from 200 to 500 ft.
- F. Sun Angle: To minimize sunspots and to maximize illumination of the ocean bottom features, a sun angle of 20-25 degrees is optimum, but good results can be obtained with a sun angle of 10-30 degrees.
- G. Cloud Cover: Clear days are optimal since they provide the best illumination of the sea floor. Also, shadow from passing clouds can be mistaken for submerged oil or depressions in the ocean floor.
- H. Sea surface Roughness: The presence of whitecaps and larger waves can obscure the interpreter's view of the sea floor.
- G. Availability: Availability of aircraft and trained personnel is generally good.
- H. Reliability: Very dependent on the degree of water clarity.
- I. Costs: Low

9714.4 Aircraft Camera

- A. Description: Used to systematically photo document a large area. Photos must be developed, interpreted, and geo-referenced. The level of accuracy provided by this technique depends mainly upon clarity and depth of water and the roughness of the surface waves.
- 2. System Components
 - 1. Aircraft: specially modified small, fixed-wing aircraft with camera mount
 - 2. Camera Type: 35mm, 70mm, or 9"x9"
 - 3. Film Type: standard color film, color MS films with a 420-nanometer cutoff filter
 - 4. GPS Referenced: not usually available
 - 5. Photo rectification: generally too time consuming with standard photography
- 3. Logistical Needs
 - a. Platform: Aircraft: specially modified small, fixed-wing aircraft with camera mount
 - b. Electrical: self contained
 - c. Winch/Davit: N/A
 - d. Manpower: pilot, cameraman, navigator
 - e. Initial Set-up Time: several hours
 - f. Repeated Use Decon: N/A
- 4. Special Services
 - a. Photo Development
 - b. Interpretation: requires specialized skills in photo interpretation
- a) Area Coverage per Unit of Time: Large
- 6. Environmental Considerations
 - a. Visibility Air: Haze reduces photo clarity. Water: Texas bays and coastal waters may be too turbid. If the subsurface oil or sea floor depressions cannot be seen through the camera site, it is unlikely it will be visible in the photograph.

- b. Current Speed: a consideration if it increases turbidity.
 - c. Depth of Water: The upper Texas coast can pose visibility problems in waters as shallow as 6 to 10 feet. The less turbid waters of the south Texas coast may allow photography to great depths.
 - d. False Positive Potential: High
 - e. Environmental Constraints: Sun Angle, Cloud cover, Sea Surface Roughness, Turbidity.
7. Availability: The photography can be flown by most aerial photography services if provided with the above flight planning characteristics.
 8. Reliability: Very dependent on the degree of water clarity.
 9. Costs: Low

9714.5 Photo bathymetry

- a. Description: Generally, photo bathymetry is a time-consuming and labor-intensive process that uses aerial photography to accurately map the contours of the sea floor in order to find depressions where sunken oils are likely to accumulate. The level of accuracy needed would probably make this impractical to implement in the time constraints imposed by most oil calls. The description below assumes a faster, but more qualitative approach of using stereo photography to visually locate depressions in the sea floor and then hand sketching these areas onto a navigable base map.
2. System Components
 1. Aircraft: Specially modified small, fixed-wing aircraft with camera mount
 2. Camera type: 35 mm, 70 mm, or 9" x 9"
 3. Film Type: standard color film, color MS films with a 420-nanometer cutoff filter
 4. GPS Referenced: not usually available
 5. Photo rectification: time consuming because of the photogrammetric procedures involved and the need for ground control points
 3. Logistical Needs
 - a. Platform: Specially modified small, fixed-wing aircraft with camera mount
 - b. Electrical: self contained
 - c. Winch/Davit: N/A
 - d. Manpower: Pilot, Cameraman, and Navigator
 - e. Initial Set-up Time: several hours
 - f. Repeated Use Decon: N/A
 - a. Special Services
 - a. Photo Development
 - b. Interpretation: requires specialized skills in photo interpretation and photogrammetry
 - c. Computer/Software: these would be provided and used by the photo interpreter
 - b. Area Coverage per Unit of Time: Large
 6. Environmental Considerations
 - a. Visibility Air: Haze reduces photo clarity. Water: Texas bays and coastal waters may be too turbid. If the subsurface oil or sea floor depressions cannot be seen through the camera site, it is unlikely it will be visible in the photograph.
 - b. Current Speed: currents become a consideration only in their ability to suspend sediments and increase the turbidity of the water.

- c. Depth of Water: In Texas, water clarity will be a much larger constraint than water depth. The upper Texas coast can pose visibility problems in waters as shallow as 6 - 10 feet. The less turbid waters of the south TX coast may allow photography to greater depths.
- d. False Positive Potential: High
- e. Environmental Constraints: Sun Angle Cloud Cover, Sea Surface Roughness, Turbidity
- 7. Availability: The photography can be flown by most aerial photography services if provided with the above flight planning characteristics.
- 8. Reliability: Very dependent on the degree of water clarity.
- b) Costs: High

9714.6 Diaper & Snare Drops

- 4. Description: Sorbent pads or sorbent snares are wrapped around a sounding weight and lowered to the bottom. The device is retrieved to determine if oil was encountered.
- 5. System Components: A weight on a line or cable and sorbent material.
- 6. Logistical Needs
 - 1. Platform: Vessel of suitable size for depth of water and sea state
 - 2. Sorbent material
 - 3. Sounding weight
 - 4. Electrical: N/A
 - 5. Winch/Davit: May be needed if water is over 15 ft. Capstan may substitute for a winch.
 - 6. Manpower: two to four plus boat crew
 - 7. Initial Set-up time: Rapid
 - 8. Repeated use decon: Contaminated sorbent material disposed. Weight and line may need decon.
- 7. Special Services: Determination of location. Sophistication of system depends on accuracy needed.
- 8. Area Coverage per Unit Time: Small. Actual area covered per drop is less than one square foot. Grid size during the reconnaissance phase is much greater than if area is intensively mapped. Works best if oil covers large area of bottom because area sampled is small.
- 9. Environmental Considerations
 - A. Visibility: N/A
 - B. Current speed: Effects position holding by vessel during sampling. The deeper the water the more effect current will have.
 - C. Dept of water. If over 15 ft. deep, a winch and davit will be needed if many drops are to be made.
 - D. False Positive: Will not give false positive.
- 10. Availability: Parts of system are very available.
- 11. Reliability: Very reliable; however, works best if oil covers large area of bottom because area sampled is small.
- 12. Costs: Low

9714.7 Side Scan Sonar

- A. Description: Side Scan SONAR gives an ultra sound type print out of the bottom contour and is limited by the buoy cable length, typically 30 to 100 ft. It could be useful to find pockets where oil may collect. Needs someone to interpret the data. Positive finds must be verified by other means.
- B. System Components: Side Scan SONAR two buoy, cable instrument printer.

- C. Logistical Needs
 - 1. Platform: Vessel of suitable size (~26 ft.) for depth of water and sea state.
 - 2. Electrical: Needed for SONAR and printer.
 - 3. Winch/Davit: Davit needed to tow buoy.
 - 4. Manpower: Two to four plus boat crew.
 - 5. Initial Setup Time: Rapid
 - 6. Repeated use decon: Needed only if buoy is contaminated accidentally.
- D. Special Services
 - A. Determination of location. Sophistication of system depends on accuracy needed.
 - B. Interpretation of data
- E. Area Coverage per Unit Time: Medium
- 6. Environmental Considerations
 - A. Visibility: N/A
 - B. Current speed: N/A
 - C. Depth of water. Need cable length of about twice water depth at least
 - D. False Positive: Will give false positive
 - E. Works best in calm seas
- 7. Availability: Four or five available in Mobile to Houston area
 - A. Dan Rowe Engineering. 800-467-2614
 - B. Chris Ranson & Assoc. 713-932-9891
 - C. John E. Chance Assoc. Lafayette, LA
 - D. C&C Technologies. Lafayette, LA
 - E. Odom Hydrographics. 504-769-3051
- 8. Reliability: Reliability depends on depth of water, bottom sediment type, and experience of operator. Must be ground truthed.
- 9. Costs: Medium

9714.8 Dragnet

- A. Description: A small mesh net is pulled through the water or on the bottom. The device is retrieved to determine if oil was encountered.
- B. System Components: A manually operated minnow-type seine or a vessel towed shrimp net. Sorbent material can be attached to net.
- C. Logistical Needs
 - 1. Platform: Not required for minnow seine. Vessel of suitable size of depth of water and sea state required for shrimp net.
 - 2. Seine or shrimp net with or without sorbent material
 - 3. Electrical: N/A
 - 4. Winch/Davit: Needed for shrimp net
 - 5. Manpower: Two for minnow seine. Two to four plus boat crew for shrimp net
 - 6. Initial Setup Time: Rapid

- 7. Repeated use decon: Contaminated nets must be deconned after each oily encounter
- D. Area Coverage per Unit Time: Small to medium depending on decon time
- 5. Environmental Considerations
 - A. Visibility: N/A
 - B. Current speed: Needs to be below one knot for seine and below 3 knots for shrimp net.
 - C. Depth of water: 3 feet or less with seine. 50 feet or less for shrimp net.
 - D. False Positive: Will not give false positive. May give false negatives.
- 6. Availability: Parts of system are very available.
- 7. Reliability: Very reliable; however, nets should be retrieved often to accurately locate oil and to prevent scouring and removal of oil from net.
- 8. Costs: Low/Medium

9714.9 Grab Sampler

- A. Description: A Grab sampler, or similar type bottom dredge is lowered to bottom and the top few inches of the sediment is collected. The device is retrieved to determine if oil was encountered. Under good conditions, the thickness of the oil on the bottom can be estimated.
- B. System Components: A grab sampler or similar type bottom dredge, winch and davit.
- C. Logistical Needs
 - 1. Platform: Vessel of suitable size for depth of water and sea state.
 - 2. Grab sampler of similar type bottom dredge
 - 3. Electrical: N/A
 - 4. Winch/Davit: 200 pound capacity (sampler weighs 16 to 60 pounds). Capstan may substitute for a winch.
 - 5. Manpower: two to four plus boat crew
 - 6. Initial Set-up time: Rapid
 - 7. Repeated use decon: Contaminated sampler must be deconned after each use.
- D. Special Services: Determination of location. Sophistication of system depends on accuracy needed.
- E. Area Coverage per Unit Time: Actual area covered per drop is less than one square foot. Grid size during the reconnaissance phase is much greater than if area is intensively mapped. Works best if oil covers large area of bottom because area sampled is small.
- F. Environmental Considerations
 - A. Visibility: N/A
 - B. Current speed: Effects position holding by vessel during sampling. Affects angle of penetration; sampling will not be effective if angle of penetration is greater than about 20 degrees from the vertical. Sampler must be retrieved before retrieval line is greater than about 45 degrees from the vertical. The deeper the water the more effect current will have.
 - C. Depth of water. Works best in shallow water, less than 25 ft. Success rate decreases with increasing depth.
 - D. Bottom sediment type. Works best in sandy silt sediment. If sediment is too soft, grab sampler will over penetrate. If bottom is hard sand, grab sampler may not penetrate.
 - E. False Positive: Will not give false positive.
- G. Availability: Parts of system are very available.

H. Reliability: Dependent upon depth of water, bottom sediment type and experience of operator. However, works best if oil covers large area of bottom because area sampled is small.

I. Costs: Low/Medium

9715 Response Methodology

9716 Containment / Protection Methods

- Natural Collection Sites
- Silt Curtains used in Dredging Ops
- Surface to Bottom Nets/Screens
- Weighted Bottom Boom

9717 Recovery Methods

- Mechanical Systems
- Pump Systems
- Vacuum System

9717.1 Group V Oil Spill Response Methodology Matrix

GROUP V OIL SPILL RESPONSE METHODOLOGY MATRIX										
	Risk (Safety)	Logistics Requirements	Unsuitable Bottom Types	Availability Mobilization Time	Collateral Environmental Damage	Product Types	Cost	Efficiency Volume	Pros	Cons
Divers	H	M	None	H	L	Solids Pumpable Liquids	M	HE / LV	Accurate Efficient Real time feedback Ground Truthed	Safety Currents Depth limit Time limit Visibility limit Decon issues
Dredged Containment Trench	L	H	Silt Rip Rap	D	M	Solids Pumpable Liquids Unpumpable Liquids	H	N/A	Containment	Time, Cost, Availability Environmental damage High Logistic Support needs
Natural Collection Sites	L	L	None	N/A	N/A	Solids Pumpable Liquids Unpumpable Liquids	N/A	N/A	Containment	N/A
Dredge Recovery	L	H	Rip Rap	D	H	Solids Unpumpable Liquids	H	LE / HV	Recover solids and non- pumpable products	Disposal issues

GROUP V OIL SPILL RESPONSE METHODOLOGY MATRIX										
	Risk (Safety)	Logistics Requirements	Unsuitable Bottom Types	Availability Mobilization Time	Collateral Environmental Damage	Product Types	Cost	Efficiency Volume	Pros	Cons
Nets	M	L	Rip Rap	H	M	Solids Unpumpable Liquids	M	LE / LV	Available Easy to rig up	Bottom Suspended product / Limited accuracy
Clamshell	L	M	None	D	H	Solids Unpumpable Liquids	H	ME / HV	Efficient for concentrated (localized) solids Segregate Waste	Cost Logistic support
Surface Operated Suction	M	M	None	H	L	Pumpable Liquids	M/H	LE / L to M Volume	Works well with contained pumpable product. Available, Scalable (1" to Big Pumps) Scalable Platforms	High Maintenance
Sorbents / Snares	M	L	None	H	L	Pumpable Liquids Unpumpable Liquids	M/H	ME / LV	Available Easy to Rig up and Use	Slow Disposal issues

GROUP V OIL SPILL RESPONSE METHODOLOGY MATRIX										
	Risk (Safety)	Logistics Requirements	Unsuitable Bottom Types	Availability Mobilization Time	Collateral Environmental Damage	Product Types	Cost	Efficiency Volume	Pros	Cons
LEGEND	High Medium Low	High Medium Low	Sand Silt Hard Rip Rap Vegetation	Minutes Hours Days	High Medium Low	Solids Pumpable Liquids Unpumpable Liquids	High Medium Low	High/Medium /Low efficiency High/Medium /Low Volume		
Cost:	H=\$100,000 – Up		M=\$10,000 – 100,000	L=\$0 - \$10,000						

9717.2 Dragnets

- A. Description: A Dragnet is usually made from fishing or similar type nets. The dragnets are rigged with pompoms or viscous sweep snares in a checkerboard pattern every eighteen to twenty-four inches apart. The nets are generally cut to a ten to twelve foot length and can be outfitted with weights on the bottom of the nets to ensure that the nets stay on the bottom as much as possible without floating up. The most efficient drag periods are 15-30 minutes, depending on product and encounter rate. When Low API Oil is encountered with dragnets, consideration must be given to the fact that the nets will be extremely heavy to retrieve and will require appropriate mechanical assistance. Another important consideration is the temperature of the air and deck surface of the vessel, in relation to the temperature of the water from which the product is retrieved. Generally, if the ambient air temperature and the temperature of the deck of the vessel are warmer than the water temperature, then consideration must be given to the fact that many products will liquefy rapidly once brought out of the water. Particularly on sunny days during the warmer months of the year, this product phase change may occur simultaneously as the product is being lifted out of the water, and cause either an oil seen/spill onto the water and/or onto the deck surface and sides of the vessel.
- B. System Components: Netting, slide flats, wire cable, chain, polyrope, viscous sweep, wire tie wraps, cable clamps and bottom weights.
- C. Logistical Needs
1. Platform (minimum size for equipment) 65' average. Size would depend on water depth and sea conditions.
 2. Electrical (Not required)
 3. Winch/Davit is needed for deployment and recovery of the dragnet system
 4. Manpower (including maintenance) would require a minimum of six personnel
 5. Set-up time once location reached (with dragnets already rigged for use), would take approximately 15 minutes to deploy the nets.
 6. Repeated Use Decon (generally not application due to the fact that once oil is encountered, the nets usually become grossly contaminated and would need to be replaced with a clean system).
- D. Special Services (Not Applicable)
5. Area Coverage per Unit Time
- A. Point, Swath Width is approximately 150'
 - B. Beginning/Ending Locations (as identified on grid with estimated 15-30 minute drag periods)
6. Environmental Consideration
- A. Visibility of product is difficult under most circumstances and can be supplemented by GPS coordinates, after location of contaminates is determined by aerial or other identification means.
 - B. Current Speed would be a maximum of 5 knots for utilization of dragnets.
 - C. Tidal Ebb and Flow conditions will affect operations dependent upon incident location (offshore or inland waters).
 - D. Wave Action conditions will affect operations dependent upon incident location (offshore or inland waters).
 - E. Water Depth can be a problem over 50'. Units can be designed for specific incident parameters.
 - F. Weather conditions are definitely a consideration in dragnet operations.
 - G. False Positives (Not Applicable)

7. Availability
 - A. Number of Units is not a problem due to the fact that the units can be designed and manufactured upon request and are usually fabricated in the field.
 - B. Remote Locale Accessibility is generally good due to the fact that units can be easily shipped.
8. Reliability
 - A. Number of Units should generally be three, with additional unit's available due to decon considerations.
 - B. Dragnets are good detection devices, while only being fair to mediocre recovery devices, better suited to products that striate through the water column as opposed to products that lump on the bottom.
9. Other Conditions to consider would be the accessibility of materials that is dependent upon location. Coastal areas are more likely to have supplies needed to manufacture dragnets. Materials are generally available at coastal marine supply locations (i.e., nets, fishing supplies, steel cable and wire rope suppliers, etc.).