SCOMM

78:13

Alaska State Legislature

Senate

Office of the Secretary

OFFICIAL BUSINESS

PO BOX V
CAPITOL BUILDING
JUNEAU, ALASKA 99811

February 22, 1991

MEMORANDUM

TO: Senator Cotten, Chair
Senate Special Committee on Oil and Gas

FROM: Nancy Quinto
Secretary of the Senate

President Eliason referred the following report to your committee for consideration:

DRAFT STATE OIL AND HAZARDOUS SUBSTANCE
DISCHARGE PREVENTION AND CONTINGENCY PLAN
(STATE MASTER PLAN), February 1991
from John Sandor, Commissioner
Department of Environmental Conservation
in accordance with AS 46.04.200

NQ/ps

Attachment

ERRATA

The following three pages correct errors known to be in the February Draft of the State Oil and Hazardous Substance Discharge Prevention & Contingency Plan (State master Plan) at the time of mailing. Please insert them in your draft. Thank you.

February 21, 1991 3:00 p.m.

LIST OF ANNEXES

ANNEX I Definitions & Abbreviations

ANNEX II Draft State Agency Memorandum of Cooperation

ANNEX III Emergency Notification List

ANNEX IV Hazardous Substance Reference Materials

ANNEX V Oil & Hazardous Materials Incident Forms

ANNEX VI Training Guidelines

ANNEX VII Administrative Guidelines

ANNEX VIII Legal Authorities

ANNEX IX Public Information and Media Guidelines

ANNEX X Oil Spill Memorandum of Cooperation Between British Columbia, Alaska, Washington and Oregon

ANNEX XI Interagency Agreements/Memorandums of Understanding

APPENDICES

A Prevention

B Master Outline for Regional Plans

Independent Spill Response Capability

The legislature charged ADEC with developing a response capability independent of whatever other (industry, local, federal) response capabilities exist in Alaska. ADEC currently has a response team in each of its three regions (Southeast, Southcentral and Northern). These teams consist of between five and ten ICS and spill response-trained individuals. Predominantly command and decision-making groups, the teams' primary role is to initiate state spill responses. However, the response teams also can deploy containment and cleanup gear. Some members of each team are trained for level A hazardous substance discharges (Level A requires protective clothing.)

ADEC Spill Response Office

ADEC has established an office in Anchorage to respond to catastrophic oil discharges and discharges that are declared emergencies or pose significant threats. All other spills are handled by local (District) ADEC personnel, local and federal officials, and the responsible party. The Spill Response Office will also coordinate spill drills, maintain the state's spill reporting system, prepare ADEC response operation manuals, maintain term contracts, and maintain an active statewide inventory of all response equipment and information on its availability, condition and use.

ADEC's Regional Supervisors are the predesignated SOSCs for all spills.

415.21 EMERGENCY RESPONSE EQUIPMENT DEPOTS

Emergency spill response depots will be maintained by the Department of Military & Veterans Affairs, Division of Emergency Services (ADMVA/DES) under AS 46.08.120 in high risk areas as determined by the ADEC. Initially, depots are planned for Southeast (location to be chosen), Anchorage, and Fairbanks. The depots will be equipped and staffed in a manner that ensures prompt response when spill containment and cleanup actions are necessary. The SOSC will have access to the depots. ADMVA/DES is currently drafting depot plans.

415.22 VOLUNTEER RESPONSE CORPS

ADMVA/DES is establishing an oil and hazardous substance response volunteer corps under AS 46.03.110. Volunteers agree to be trained by ADMVA/DES in containment and cleanup techniques and to be available on short notice to assist responses.

415.3 DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, DIVISION OF EMERGENCY SERVICES (ADMVA/DES)

Division of Emergency Services: 376-2337.

ADMVA/DES prepares the State Emergency Plan and coordinates the state's disaster operations organization. When a spill results from a natural disaster, ADEC will manage the spill response, but the spill response will be part of a larger overall disaster response managed by ADMVA/DES:

- Operates the state's Emergency Operations Center (EOC).
- Coordinates and provides logistics support during disaster emergencies including communications, air, ground and water support, transportation, equipment and supplies, facilities, fuel and food and assists with these functions for smaller spills at the request of the SOSC.
- Establishes, maintains and staffs emergency equipment depots.
- Establishes and trains the Volunteer Response Corps.
- Maintains Alaska Emergency Plan.
- Participates and oversees the development of local and interjurisdictional disaster plans.
- Maintains a roster of trained persons skilled in disaster prevention, preparedness, response and recovery.
- Maintains a list of construction equipment and temporary housing for use in a disaster.
- Provides direct support to local communities in declared emergencies, including spills.

MEMORANDUM **STATE OF ALASKA**
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
Division of Environmental Quality

TO: All Legislators

DATE: Feb. 22, 1991

FILE #:

THRU:

PHONE #: 465-2630

FROM: Mike Macy, SPPM

SUBJECT: State Master Plan

Yesterday, you should have received a copy of the revised draft State Oil and Hazardous Substance Discharge Prevention and Contingency Plan (State Master Plan). Shortly after distribution, we discovered several errors needing immediate correction. We are transmitting three corrected pages for insertion in your copy.

Should you have any questions, please contact me.

ERRATA

The following three pages correct errors known to be in the February Draft of the State Oil and Hazardous Substance Discharge Prevention & Contingency Plan (State master Plan) at the time of mailing. Please insert them in your draft. Thank you.

February 21, 1991 3:00 p.m.

LIST OF ANNEXES

ANNEX I	Definitions & Abbreviations
ANNEX II	Draft State Agency Memorandum of Cooperation
ANNEX III	Emergency Notification List
ANNEX IV	Hazardous Substance Reference Materials
ANNEX V	Oil & Hazardous Materials Incident Forms
ANNEX VI	Training Guidelines
ANNEX VII	Administrative Guidelines
ANNEX VIII	Legal Authorities
ANNEX IX	Public Information and Media Guidelines
ANNEX X	Oil Spill Memorandum of Cooperation Between British Columbia, Alaska, Washington and Oregon
ANNEX XI	Interagency Agreements/Memorandums of Understanding

APPENDICES

A	Prevention
B	Master Outline for Regional Plans

Independent Spill Response Capability

The legislature charged ADEC with developing a response capability independent of whatever other (industry, local, federal) response capabilities exist in Alaska. ADEC currently has a response team in each of its three regions (Southeast, Southcentral and Northern). These teams consist of between five and ten ICS and spill response-trained individuals. Predominantly command and decision-making groups, the teams' primary role is to initiate state spill responses. However, the response teams also can deploy containment and cleanup gear. Some members of each team are trained for level A hazardous substance discharges (Level A requires protective clothing.)

ADEC Spill Response Office

ADEC has established an office in Anchorage to respond to catastrophic oil discharges and discharges that are declared emergencies or pose significant threats. All other spills are handled by local (District) ADEC personnel, local and federal officials, and the responsible party. The Spill Response Office will also coordinate spill drills, maintain the state's spill reporting system, prepare ADEC response operation manuals, maintain term contracts, and maintain an active statewide inventory of all response equipment and information on its availability, condition and use.

ADEC's Regional Supervisors are the predesignated SOSCs for all spills.

415.21 EMERGENCY RESPONSE EQUIPMENT DEPOTS

Emergency spill response depots will be maintained by the Department of Military & Veterans Affairs, Division of Emergency Services (ADMVA/DES) under AS 46.08.120 in high risk areas as determined by the ADEC. Initially, depots are planned for Southeast (location to be chosen), Anchorage, and Fairbanks. The depots will be equipped and staffed in a manner that ensures prompt response when spill containment and cleanup actions are necessary. The SOSC will have access to the depots. ADMVA/DES is currently drafting depot plans.

415.22 VOLUNTEER RESPONSE CORPS

ADMVA/DES is establishing an oil and hazardous substance response volunteer corps under AS 46.08.110. Volunteers agree to be trained by ADMVA/DES in containment and cleanup techniques and to be available on short notice to assist responses.

415.3 DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, DIVISION OF EMERGENCY SERVICES (ADMVA/DES)

Division of Emergency Services: 376-2337.

ADMVA/DES prepares the State Emergency Plan and coordinates the state's disaster operations organization. When a spill results from a natural disaster, ADEC will manage the spill response, but the spill response will be part of a larger overall disaster response managed by ADMVA/DES:

- Operates the state's Emergency Operations Center (EOC).
- Coordinates and provides logistics support during disaster emergencies including communications, air, ground and water support, transportation, equipment and supplies, facilities, fuel and food and assists with these functions for smaller spills at the request of the SOSC.
- Establishes, maintains and staffs emergency equipment depots.

  Establishes and trains the Volunteer Response Corps.
- Maintains Alaska Emergency Plan.
- Participates and oversees the development of local and interjurisdictional disaster plans.
- Maintains a roster of trained persons skilled in disaster prevention, preparedness, response and recovery.
- Maintains a list of construction equipment and temporary housing for use in a disaster.
- Provides direct support to local communities in declared emergencies, including spills.

X-tra copy

STATE OF ALASKA

DRAFT

STATE AND REGIONAL

OIL & HAZARDOUS SUBSTANCE DISCHARGE PREVENTION AND CONTINGENCY PLAN

Alaska Department of Environmental Conservation

FEBRUARY 1991

REPORT ALL SPILLS 1-800-478-9300

STATE OF ALASKA

DRAFT

STATE OIL AND HAZARDOUS SUBSTANCE DISCHARGE PREVENTION AND CONTINGENCY PLAN

(STATE MASTER PLAN)

FEBRUARY 1991

FOREWORD

In response to the March 1989 Exxon Valdez oil spill, the Alaska Legislature directed the Department of Environmental Conservation to develop a state Master Plan and regional oil and hazardous substance discharge prevention and contingency plans to replace the existing 1983 Contingency Plan.

The Department issued a preliminary draft in October 1991 for public review and comment. We have subsequently revised that document in light of those comments and are once again soliciting public input. After the public comment period has ended on March 26, 1991, this document will be revised and, in early April, presented to the State Emergency Response Commission for approval.

The State Master Plan is a strategic document that explains the relationship between different plans and responders. It is not intended to detail ADEC's response activities or contain region-specific information; Departmental procedures belong in ADEC's Spill Response Operations Manual, and tactical, regional information (about environmentally-sensitive areas, hazards, and response resources) belongs in the regional plans.

The plan is divided into five sections, 11 annexes and 2 appendices. The first two sections are designed with the emergency responder in mind. Section 300 introduces the State's Incident Command System. Section 400 explains the relationships between the major planning and response entities in Alaska.

The Department of Environmental Conservation will keep a master list of recipients of the final State Master Plan document. All final copies of the Plan will be numbered and three-ring bound to facilitate Plan updates.

Should you have any questions, contact ADEC, Spill Planning (907) 465-2630 . **We would appreciate receiving comments at your earliest convenience. Comments are due by Tuesday, March 26, 1991** at ADEC, SPPM, P.O. Box O, Juneau, AK 99811-1800

TABLE OF CONTENTS

SECTION			PAGE
	Foreword		2
100	Three-Step Spill Notification Procedures and Numbers		11
101	Local Notification		11
102	State Notification		11
103	Federal Notification		11
104	Supplemental Notifications		11
104.1		Pipeline Coordinator's Office Notification	12
104.2		State Lands Lease Holder Notification	12
200	General Emergency Response Procedures		14
201	Step I:	Initiate the State Master Plan	14
202	Step II:	Secure the Scene	14
203	Step III:	Evacuate If Necessary	15
204	Step IV:	Make Initial Assessment of Situation	16
205	Step V:	Management	17
206	Step VI:	Containment & Clean-Up	18
207	Step VII:	Documentation	18
208	Step VIII:	Enforcement & Cost Recovery	19
209	Step IX:	Follow-Up	19
300	State's Emergency Spill Response Organization		23
310	Introduction to the Incident Command System		23
320	Basic Principles of the ICS		23
330	Responsibilities Common To All Responders		29
340	Organization & Roles		30
341	Command Section		30
341.1		Incident Commander (IC)	34
341.2		Command Staff	34

SECTION		PAGE
341.21	Public Information Officer (PIO)	34
341.22	Government Liaison Officer (GLO)	35
341.23	Community Liaison Officer (CLO)	35
341.24	Legal Officer (LO)	36
341.25	Safety Officer (SO)	36
342	Multi-Agency Coordination Group (MAC)	37
342.1	MAC Chair	41
342.2	Regional Response Team (RRT)	41
343	General Staff Sections	42
343.1	Operations Section Chief	42
343.11	Environmental Assessment Unit	43
343.12	Containment & Clean-Up Branch	43
343.13	Wildlife Rescue Branch	44
343.2	Planning Section Chief	44
343.21	Spill Plume Analysis & Mapping Unit (SPAM)	46
343.22	Damage Assessment Unit (DAU)	47
343.3	Logistics Section Chief	47
343.31	Communications Unit (CU)	49
343.32	Health & Social Services Unit (HSSU)	50
343.4	Finance Section Chief	50
350	Command Considerations	53
351	Assumption of Command for Containment/Cleanup	53
352	Adequacy of Response	55
353	Command Types	55
353.1	Single Command	55
353.2	Unified Command	57

TABLE OF CONTENTS

SECTION			PAGE
	353.3	Parallel Command	59
	353.4	Geographic Command	59
	354	Command Transfer Mechanics	59
360		Spill Classifications	61
	360.1	Minor Discharge	61
	360.2	Medium Discharge	61
	360.3	Major Discharge	61
	360.4	Catastrophic Discharge	62
370		The Relationship of the State ICS to the Overall Response During a Major or Catastrophic Discharge	62
380		Natural Disaster Which Results in an Oil or Hazardous Substance Spill	62
390		Underground Storage Tank Spill (UST)	62
400		Contingency Planning and Spill Response in Alaska	67
401		Facility & Vessel Contingency Plans	67
402		Local Emergency Response Plans	69
403		State Regional Oil & Hazardous Substance Discharge, Prevention & Contingency Plans	70
404		State Master Oil & Hazardous Substance Discharge, Prevention & Contingency Plans	72
405		State Emergency Plan	75
406		Federal Regional Plan for Alaska	75
407		National Contingency Plan	75
408		States/British Columbia Task Force on Oil Spills	77
410		Specific Roles and Responsibilities	78
411		The Responsible Party	78
	411.1	Industry Cooperatives	79
412		Local Government Roles	79
413		Landowners & Other Private Parties	80

SECTION		PAGE
414	State Government Roles & Responsibilities	81
414.1	State Emergency Response Commission	81
414.2	Citizen's Oversight Council on Oil & Hazardous Substances	82
415	Individual State Agencies	82
415.1	Office of the Governor	82
415.2	Dept. of Environmental Conservation	82
415.21	Emergency Response Depots	85
415.22	Volunteer Corps	86
415.3	Dept. of Military & Veteran's Affairs/ Division of Emergency Services	86
415.4	Dept. of Natural Resources	87
415.5	Dept. of Fish & Game	88
415.6	Dept. of Public Safety	89
415.7	Dept. of Community & Regional Affairs	90
415.8	Dept. of Labor	91
415.9	Dept. of Health & Social Services	91
415.10	Dept. of Administration	92
415.11	Dept. of Law	93
415.12	Dept. of Transportation/Public Facilities	93
415.13	Dept. of Commerce & Economic Development	94
415.14	University of Alaska	94
416	Federal Government Roles & Responsibilities	94
417	Individual Federal Agencies	95
417.1	Environmental Protection Agency	95
417.2	U.S. Coast Guard	95
417.3	National Response Center	96
417.31	National Response Team	96
417.32	Alaska Regional Response Team	96

SECTION PAGE

417.4	Federal Emergency Management Agency (FEMA) . .	96
417.5	U.S. Dept. of the Interior	97
417.6	U.S. Dept. of the Navy	98
417.7	U.S. Dept. of Agriculture	98
417.8	U.S. Army Corps of Engineers	98
417.9	U.S. Dept. of Commerce	99
417.10	U.S. Dept. of Defense	100
417.11	U.S. Dept. of Energy	100
417.12	U.S. Dept. of Health & Social Services	100
417.13	U.S. Dept. of Labor	100
417.14	U.S. Dept. of Transportation	100

500 Plan Review & Update Procedures 103

501	Responsibility for Update	103
502	Process	103
503	Changes to the Plan	103
504	Schedule	103
505	Drills	104

LIST OF TABLES

Table 1: Command Jurisdictions 31

Table 2: Local Emergency Planning Districts (LEPD) 71

LIST OF FIGURES

Figure 1: Spill Response Command Structure 24

Figure 2: Section Detail, State Spill Response 25

Figure 3: Command Relationships, Unified Response 28

Figure 4: Public & Community Involvement, Unified Response, Non-Catastrophic Spill 38

Figure 5: Public & Community Involvement, Unified Response, Catastrophic Spill 40

Figure 6: Single Command, State Managed Cleanup & Oversight 56

Figure 7: State ICS During Unified Command, Catastrophic Spill 58

Figure 8: Parallel Command 60

Figure 9: Response Organization When Spill Results From A Natural Disaster 63

Figure 10: Relation Between Contingency Plans & Spill Responders in Alaska 68

Figure 11: Oil & Hazardous Substance Contingency Plan Relationships ... 73

Figure 12: State Emergency Plan Relationships 76

LIST OF ANNEXES

ANNEX I	Definitions & Abbreviations
ANNEX II	Emergency Notification List
ANNEX III	Oil & Hazardous Materials Incident Report Form
ANNEX IV	Oil & Hazardous Substance Reference Materials
ANNEX V	General Emergency Response Information
ANNEX VI	Administrative Guidelines
ANNEX VII	Public Information and Media Guidelines
ANNEX VIII	Oil Dispersant Guidelines for Alaska
ANNEX IX	Wildlife Protection Guidelines
ANNEX X	Oil Spill Memorandum of Cooperation Between British Columbia, Alaska, Washington and Oregon
ANNEX XI	Interagency Agreements/Memorandums of Understanding

APPENDICES

A	Prevention
B	Master Outline for Regional Plans

SECTION 100 SPILL NOTIFICATION PROCEDURES AND NUMBERS

		PAGE
100	Three-Step Spill Notification Procedures and Numbers	11
101	Local Notification	11
102	State Notification	11
103	Federal Notification	11
104	Supplemental Notifications	11
104.1	Pipeline Coordinator's Office Notification	12
104.2	State Lands Lease Holder Notification	12

100 THREE-STEP SPILL NOTIFICATION PROCEDURES AND NUMBERS

Alaska has a three-step, basic notification process. Spillers may need to notify local government, but are required by law to immediately notify the state and federal government. A detailed listing of statewide emergency telephone numbers can be found in Annex III of this document.

101 LOCAL NOTIFICATION

In the event of a potential life, health, fire, or other safety hazard, the spiller should first contact local police or fire departments, where available, usually accessible at:

911

102 STATE NOTIFICATION

Next, spillers must notify the Alaska Department of Environmental Conservation through the **Alaska State Troopers'** statewide, toll-free number:

1-800-478-9300 or (907) 269-5711

The spiller should report the spill to the dispatcher. The dispatcher will obtain critical information and then contact the appropriate ADEC regional office. ADEC will notify other state agencies.

103 FEDERAL NOTIFICATION

Spillers must notify the National Response Center in Washington, D.C. Open 24 hours a day, the National Response Center will notify the appropriate federal agencies.

1-800-424-8802 or (202) 267-2675

104 SUPPLEMENTAL NOTIFICATIONS

When a spill involves a common carrier pipeline or a state land permittee, additional notifications are required.

104.1 PIPELINE COORDINATOR'S OFFICE NOTIFICATION

When spills involve a pipeline, the spiller shall also contact the State Pipeline Coordinator's Office at the Department of Natural Resources (ADNR).

Call **272-7565** and leave a message for **pager #268-9785.**

104.2 STATE LANDS LEASE-HOLDER NOTIFICATION

State land permittees are required to <u>also</u> immediately notify ADNR, Division of Land and Water Management of any unauthorized discharge, leak or spill involving two (2) barrels or more of hydrocarbons, and all fires, explosions and discharges of toxic or hazardous substances on state lands.

ADNR 24 hr. Spill Report Number.....**451-2678**

SECTION 200 GENERAL EMERGENCY RESPONSE PROCEDURES

			PAGE
200	General Emergency Response Procedures		14
	Step I.	Initiate the State Master Plan	14
	Step II.	Secure The Scene	14
	Step III.	Evacuate If Necessary	15
	Step IV.	Make Initial Situation Assessment	16
	Step V.	Management	17
	Step VI.	Containment and Cleanup	18
	Step VII.	Documentation	18
	Step VIII.	Enforcement & Cost Recovery	19
	Step IX.	Follow-up	19

200 GENERAL EMERGENCY RESPONSE PROCEDURES

This section outlines general emergency response procedures for local and state officials. Although containment and cleanup is the goal, the primary consideration is human safety. Emergency responders must understand the fundamental differences between safety considerations for petroleum product responses and those for other hazardous material incidents.

STEP I: Initiate the State Master Plan

Notify ADEC at: 1-800-478-9300

STEP II: Secure The Scene

Assess the situation and attempt to determine--from a safe distance, upwind and upslope, and using binoculars, if possible--if hazardous materials are present.

The Local On-Scene Coordinator (LOSC) or an Alaska State Trooper will serve as the Incident Commander until all immediate dangers to human safety are abated and the ADEC State On-Scene Coordinator (SOSC) arrives and is briefed. **THE SOSC IS ALWAYS A PREDESIGNATED ADEC EMPLOYEE,** usually the Regional Supervisor.

Section 300 describes the State's Emergency Response Organization.

Determine if the Responsible Party (Spiller) is present and initiating emergency response procedures. If the spiller/ responsible party is not present, requests assistance, or can not be located, immediately take steps to secure the scene. Securing the scene consists of preventing the public from entering the spill site or its perimeter or coming into contact with spilled material.

Securing the scene generally requires establishing restricted zones. These zones must allow for anticipated or potential spread due to gravity, winds, or currents. Most hazardous materials incidents call for three zones:

1. The <u>Exclusion Zone</u> designates the highly contaminated area. Form a checkpoint on the outer boundary to control access.

2. The <u>Chemical Reduction Zone</u> surrounds the Exclusion Zone. Decontamination activities occur here. Form a checkpoint on the outer boundary to control access.

3. The Support Zone is the outermost of the three areas. It is the innermost non-contaminated area. The Incident Commander and his/her staff typically locate here. Mark this area with signs/flags to identify it to the public.

The minimum Exclusion Zone is 150 feet for spills on land, 1/2 mile if a tank car or tanker truck is involved in a fire, and 1 mile for spills on water. Refer to the substance-specific exclusion zone guidelines published by the federal Department of Transportation. For traffic control or search and rescue, contact the nearest State Trooper or local police office.

Everyone who is not adequately protected should **stay upwind and out of low areas.**

Resist the urge to rush in; identify and understand the hazards before attempting to help others. Assess the situation from a safe distance and only enter high risk areas if **there is imminent danger** to life, and then only if:

- proper equipment is available;
- thoroughly trained in the use of that equipment; and,
- there are additional trained and equipped personnel standing by to help.

Do not walk into or touch spilled material. **Avoid inhalation** or contact with fumes, smoke, dust, and vapors--even if no hazardous materials are known to be involved. **Do not assume** spilled materials and their bi-products they are harmless. Many extremely toxic gases and vapors are colorless, odorless, tasteless, and invisible. Annex IV of this document contains a listing of emergency telephone numbers and other reference resources to help identify hazardous materials and their toxic properties.

STEP III: Evacuate If Necessary

Evacuations in response to releases of hazardous materials will be conducted in accordance with Local Emergency Plans. The Local Emergency Plans identify under what circumstances evacuation is appropriate and necessary and specify:

* title of person and alternate(s) who can order an evacuation;
* procedures for notifying affected population;
* methods for controlling traffic flow;
* shelter locations;

* reception and care of evacuees; and,
* re-entry procedures.

Where no Local Emergency Plan exists, the Alaska State Troopers will direct all evacuation activities in conjunction with the State On-Scene Coordinator (SOSC) and staff.

STEP IV: Make Initial Assessment of Situation

Do not attempt to identify the material if you have not been trained in emergency response procedures or if proper safety equipment is not available. Keep the spill site secure and wait for properly trained local, federal, or ADEC officials.

While waiting for ADEC response personnel to arrive, obtain information that will help characterize the incident and shape the containment and cleanup plan. If the spiller or responsible party is present, ask for a short briefing. If the spiller/ responsible party is not present, gather whatever information is available.

Useful information includes:

- location of spilled material;
- date and time of spill;
- cause/source of discharge;
- type of material discharged;
- estimated quantity discharged;
- estimated quantity at risk of further spillage;
- readily detectable characteristics of material (e.g., color smell, physical effects);
- associated chemical hazards;
- nature, quantity, and location of other nearby hazards,
- name/address/telephone number/frequency/call signs of responsible party (owner/operator/agent);
- weather and sea conditions;
- whether significant amounts of the material appear to be entering the atmosphere, waterways, storm drains, or soil;

- direction, height, color, and odor of any vapor clouds or plumes;
- location of environmentally sensitive areas;
- location of economically sensitive areas;
- names and addresses of individuals at the scene at the outset; and,
- goals, strategies, and actions taken, and by whom, to contain the spill and prevent further spillage.

While obtaining information on cargo and material involved is important, **retrieval of the shipping papers or name of commodity from containers should only be attempted if it can be accomplished without exposure to dangerous conditions.** Shipping papers identifying hazardous materials can be found on placards, container labels, and shipping papers. Typically, these are found in:

- truck and motor vehicle cabs;
- in the possession of train crew members and aircraft pilots;
- in a holder on vessel bridges; and,
- in an aircraft pilot's possession.

Other sources of information include:

- manifest/shipping invoice/billing label;
- shipper/manufacturer identification;
- container type (e.g., truck, rail car, pipeline, drum);
- rail car/truck 4-digit identification numbers; and,
- placard/label information.

STEP V: Management

Where available, the local Fire Chief, other designated LOSC, or State Trooper serves as the Incident Commander until the immediate threat to human life is abated while the SOSC and Responsible Party's On-Scene Coordinator (RPOSC) plan containment and cleanup activities.

If the Responsible Party is initiating cleanup, local and state officials and the RPOSC determine what supplemental assistance, if any, is required.

For spills on marine waters, the Coast Guard serves as the Incident Commander and coordinates government responses. The Coast Guard may soon delegate response authority to ADEC for minor spills. Section 400 elaborates upon jurisdictional issues.

STEP VI: Containment & Cleanup

Under state and federal law, the spiller is required to immediately begin cleanup of the spilled material. If the SOSC arrives on-scene and determines that cleanup activities have not begun, the SOSC will inform the responsible party of its responsibility under AS 46.04.020 to immediately contain and clean up the discharge. The State will assume an oversight role and will provide supplemental assistance as requested and/or necessary, if:

- the responsible party takes adequate action to clean up the discharge, or

- the responsible party does not take adequate action but the Coast Guard/EPA is initiating a federal cleanup.

<u>However, if the responsible party does not take adequate action and no federal cleanup action is being initiated</u>, then the SOSC will determine the most practicable method of cleanup. Criteria for a state takeover of cleanup activities are contained in Annex VIII, Legal Authorities.

The SOSC will be the initial point of contact for all state emergency permits for cleanup and hazardous waste disposal.

STEP VII: Documentation

It is critical to document the spill and subsequent response effort. Comprehensive documentation is important for enforcement, legal claims, scientific research, and cost recovery but most importantly to improve responsiveness and prevent subsequent incidents.

A copy of <u>ALL DOCUMENTS</u> (notes, field notebooks, telephone logs, samples, etc.) must be given to the incident commander. However, for incidents where a documentation unit has been activated, give them a copy of all documents instead.

All documents should have the documenter's:

Name, Address, and phone number
Dates when the document was made
ADEC Incident Name and Incident Number
Location, if applicable
Applicable environmental data (weather, etc)

STEP VIII: Enforcement and Cost Recovery

The Department of Environmental Conservation is charged with enforcing state statutes and recovering the spill-associated costs from the responsible party. To foster cooperation with the responsible party, maximize the effectiveness of the cleanup, and encourage data-sharing, enforcement and cost recovery related investigations and tasks will be conducted by legal office staff when possible.

STEP IX: Incident Follow-Up Procedures

The nature of the incident and the subsequent response will shape the follow-up, and its three major components:

Environmental Monitoring
Damage Assessment, and
Incident Evaluation

Environmental Monitoring consists of field work. Damage Assessment is the process of determining damages and injuries to the human environment and natural and cultural resources. Damage assessment measures the difference between pre- and post-incident conditions and uses and includes restoration planning and cost estimating.

Taken together, these related tasks help:

- determine the extent of long-term damage and natural system and biotic recovery rates;
- monitor the affected area for signs of previously undetected substances and residues,;
- uncover previously unrecognized problems and processes; and,
- delineate the efficacy of various types of response and cleanup activities and methods, including leaving the cleanup and restoration wholly to natural processes.

Incident Evaluation includes examining:

- incident causes
- the actions of and interactions between all parties.

The purpose of Incident Evaluation is to maximize the learning opportunities provided by the incident and subsequent response. Specifically, this task is intended to improve responsiveness and prevent recurrences. In some cases, this may entail using incidents as the basis of subsequent spill response drills.

SECTION 300 EMERGENCY SPILL RESPONSE ORGANIZATION

PAGE

300 State's Emergency Spill Response Organization 23

310 Introduction to the Incident Command System (ICS) 23
320 Incident Command System Basic Principles 23
330 Responsibilities Common To All Responders 29

340 Organization & Roles 30

341 Command Section 30

341.1 Incident Commander (IC) 30
341.2 Command Staff 34

341.21 Public Information Officer (PIO) 34
341.22 Government Liaison Officer (GLO) 35
341.23 Community Liaison Officer (CLO) 35
341.24 Legal Officer (LO) 36
341.25 Safety Officer (SO) 36

342 Multi-Agency Coordination Group (MAC) 37

342.1 MAC Chair 41
342.2 Regional Response Team (RRT) 41

343 General Staff 42

343.1 Operations Section Chief 42

343.11 Environmental Monitoring Branch 43
343.12 Cleanup Branch 43
343.13 Wildlife Rescue Branch 44

343.2 Planning Section Chief 44

343.21 Spill Plume Analysis & Mapping Unit (SPAM) 46

PAGE

343.22 Damage Assessment Unit (DAU) 47

343.3 Logistics Section Chief 47

343.31 Communications Unit 49
343.32 Health & Social Services Unit (HSSU) 50

343.4 Finance Section Chief 50

350 Command Considerations 53

351 Assumption of Command for Containment/Cleanup 53
352 Adequacy of Response 55

353 Command Types 55

353.1 Single Command 55
353.2 Unified Command 57
353.3 Parallel Command 59
353.4 Geographic Command 59

354 Command Transfer Mechanics 59

360 Spill Classifications 61

360.1 Minor Discharge 61
360.2 Medium Discharge 61
360.3 Major Discharge 61
360.4 Catastrophic Discharge 62

370 The Relationship of the State ICS to the Overall Response During a Major or Catastrophic Discharge 62
380 Natural Disaster which Results in an Oil or Hazardous Substance Spill 62
390 Underground Storage Tank Spill (UST) 62

300 STATE'S EMERGENCY SPILL RESPONSE ORGANIZATION

310 INTRODUCTION TO THE INCIDENT COMMAND SYSTEM (ICS)

The State of Alaska's spill response is organized and managed under the Incident Command System (ICS) which was originally developed by the National Interagency Incident Management System (NIIMS) for managing large forest fires.

For the ICS concept to work, all responders must understand the system and their role in it. Such an understanding can only be gained through training and experience. The following brief introduction is in no way intended to supplant ICS training requirements. Like any other system, the ICS depends upon teamwork, coordination and cooperation between all entities involved.

The ICS is organized around five major functions: COMMAND, PLANNING, OPERATIONS, LOGISTICS and FINANCE. The basic structure remains the same, so the ICS can expand and contract without major disruptions to match the type, size, and complexity of the response. Staffing is dynamic, based on need. Using common sense and ICS principles, the system can be modified to fit any incident (See **Figure 1** (pp. 24), Spill Response Command Structure.)

Similarly, the ICS structure can accommodate changing response modes, for example from oversight, to supplemental assistance, and even cleanup, or vice-versa, if necessary.

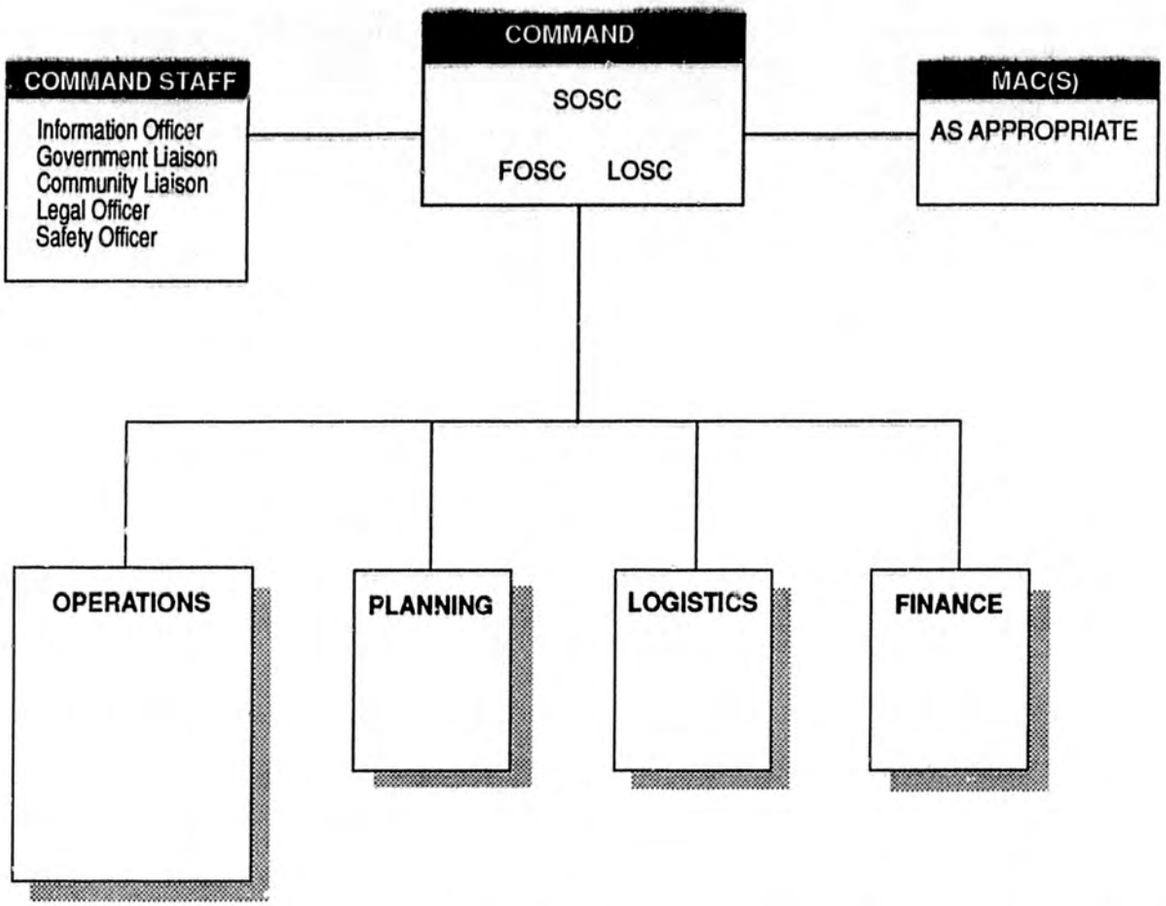
Even when the state role is limited to oversight, the state response organization will use the ICS system because the state's oversight responsibilities typically encompass a large number of tasks and individuals, particularly in major and catastrophic incidents. **Figure 2** (pp. 25), Section Detail, State Spill Response, shows some of these oversight activities.

320 INCIDENT COMMAND SYSTEM BASIC PRINCIPLES

A complete description of the ICS, including descriptions of all the organizational roles and responsibilities required by massive responses can be found in the NIIMS ICS Manual.

Proper functioning of the ICS depends on its users embracing its eight underlying principles and components. These are:

Figure 1: Spill Response Command Structure



RP=UNKNOWN OR NON-RESPONSIVE

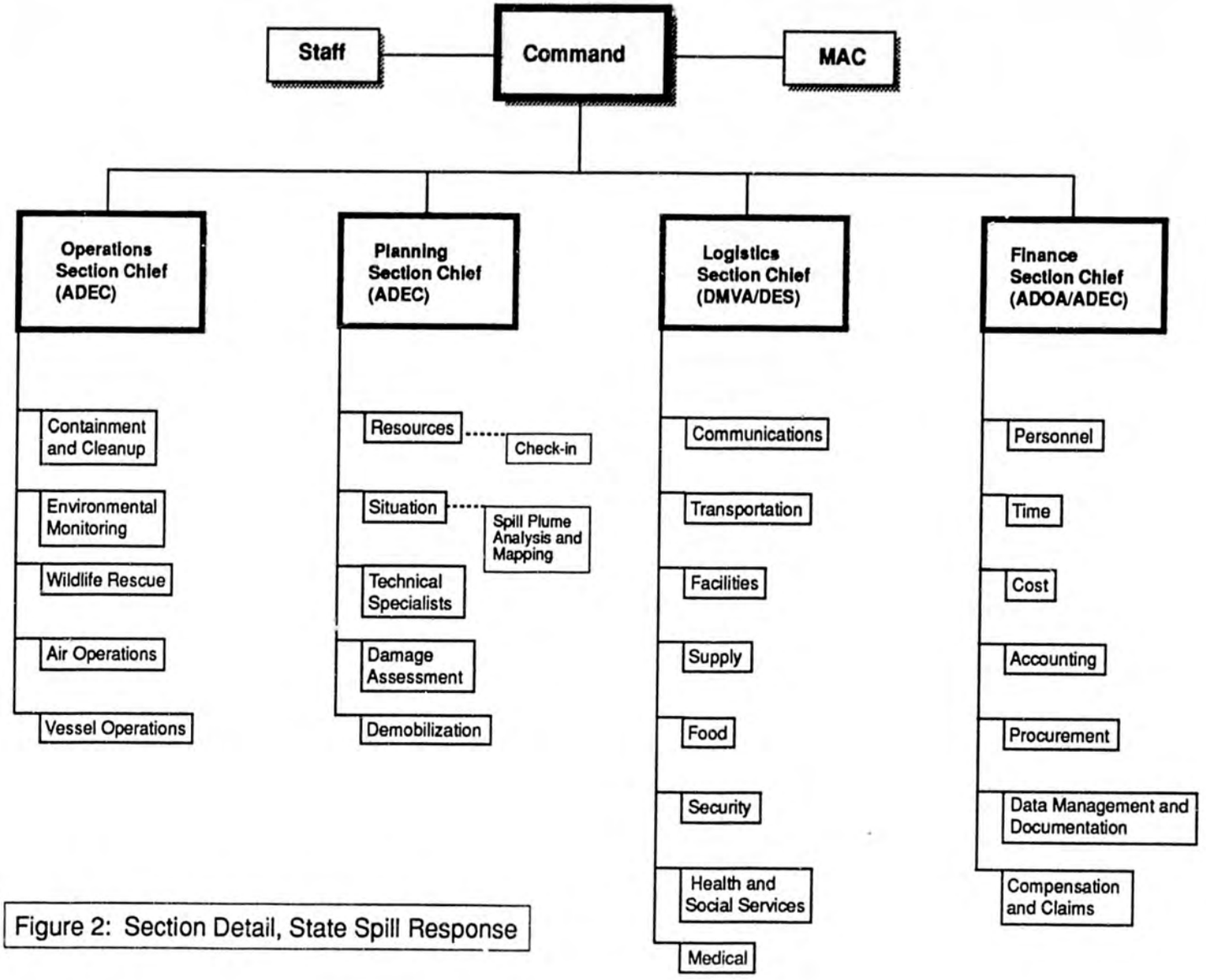


Figure 2: Section Detail, State Spill Response

1. Common Terminology:

This includes organizational functions, resource elements (personnel and equipment), and facilities. All terminology is pre-defined and thus understood by all participants regardless of discipline or jurisdiction.

2. Modular Organization:

The ICS organizational structure develops in a modular fashion, building from the top down, with responsibility and performance placed initially with the Incident Commander. As the need develops, four separate sections (COMMAND, OPERATIONS, PLANNING, LOGISTICS, AND FINANCE) may be established. The sections may include several branches, divisions, and units, as shown below.

To clarify lines and levels of authority, personnel assigned to the ICS will carry the following titles:

Incident Command - Incident Commander
Command Staff - Officer
Section - Section Chief
Branch - Branch director
Division/Group - Division/Group Supervisor
Unit - Unit Leader

The first management assignments by the initial Incident Commander will normally be one or more section chiefs. Section chiefs will further delegate management authority, but only as needed.

3. Integrated Communications:

Communications are managed through the use of a common communications plan and an incident-based communications center. All communications are in plain English instead of codes.

Major responses will require the establishment of communications networks (NETS), with separate frequencies assigned to and reserved for command, tactical, support, and air, sea, and ground operations and associated combinations.

4. Unified Command Structure:

A single command structure is essential because incidents ignore geographical boundaries and effect resources under the jurisdictions of numerous agencies.

The Unified Command concept is a way of assuring that agencies and parties with command jurisdiction have the opportunity to participate in:

- determining overall incident objectives;
- joint planning for tactical activities;
- integrating tactical activities; and,
- maximizing available resources.

The make-up of the Unified Command Structure depends on the kind of incident and the political jurisdictions and natural resources involved. In spill responses in Alaska, a Unified Command could potentially encompass a maximum of four entities, the responsible party and local, state, and federal government.

Figure 3 (pp. 28), Command Relationships, Unified Response, shows that in a Unified Command, while each entity has its own separate response organization, these response efforts are coordinated at the command level.

5. Consolidated Action Plan:

All but the smallest and simplest incidents have a written plan which analyzes the situation and specifies goals and related strategies. The larger the incident, the more detailed the plan needs to be. Written plans are particularly important whenever the response:

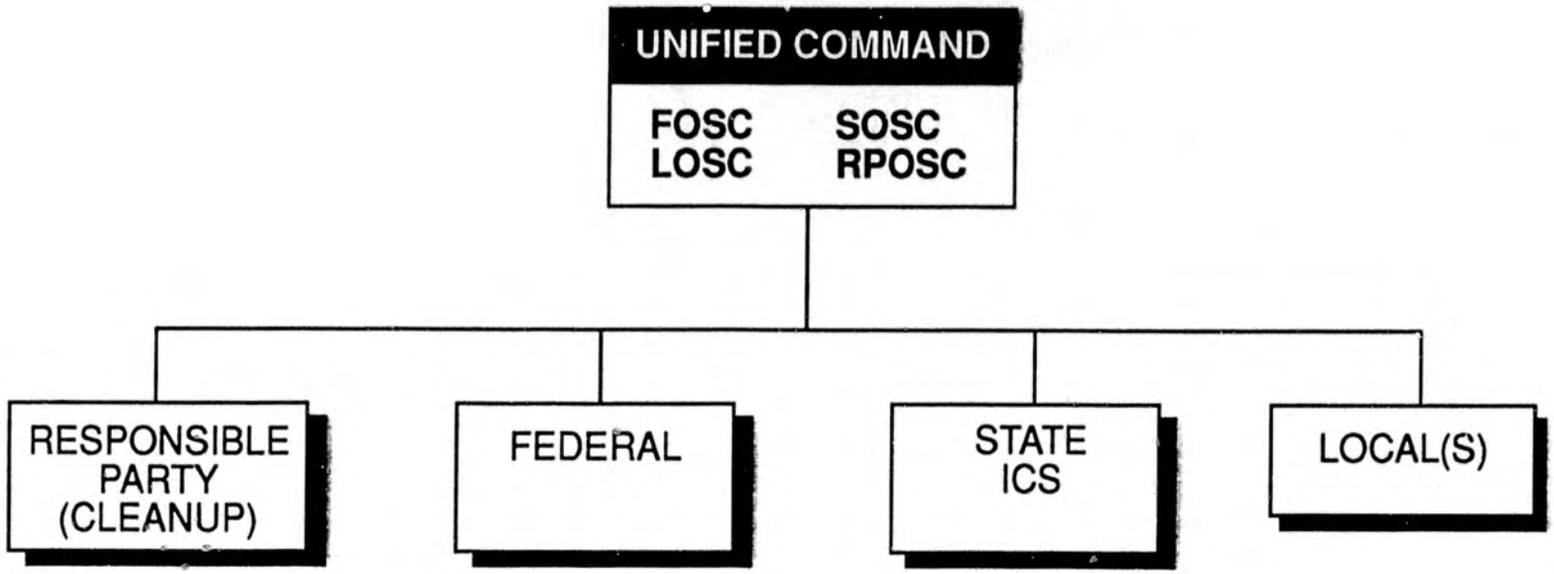
- uses resources from several agencies or entities;
- involves several jurisdictions; and,
- requires shift changes in personnel or equipment.

The Incident Commander will establish overall objectives and strategies, but these must reflect the policies and needs of all agencies with jurisdiction.

6. Manageable Span-Of-Control:

No crisis manager should directly supervise more than seven people, and the optimum number is five. Otherwise, the manager will be too busy for the vital task of anticipating and preparing for change. Attention to span of control is especially important during rapid build-up when good management is complicated by too many reporting elements.

FIGURE 3 : COMMAND RELATIONSHIPS
UNIFIED RESPONSE



7. Predesignated Incident Facilities:

All but the smallest incidents are likely to have a command post, incident base, and one or more staging areas and transportation bases (wharfs, airfields, helibases). The number, types, and location of facilities will vary with each incident. These sites should be selected after careful consideration during mobilization. ADEC Regional and District Offices will serve as initial command posts for all spills under state jurisdiction.

8. Comprehensive Resource Management:

Resources are managed by the Planning Section. The ICS provides three basic resource management schemes:

Single resources are individual pieces of equipment and their operators.

Task forces are combinations of resources assembled for a single mission or task. Each task force has a single leader and common communications.

Strike teams are a set number of resources of the same kind and type.

Tactical resources fall into one of three Status Condition categories:

Assigned - performing an active assignment
Available - ready for assignment
Out of Service - not on or ready for active assignment

Individuals who make changes in resource status condition must inform the appropriate Planning section person or unit in charge of resources.

330 RESPONSIBILITIES COMMON TO ALL RESPONDERS

1. Adhere to the provisions and procedures of the Alaska State Master Plan (this document).

2. Report to check-in, complete check-in form, and obtain briefing from supervisor before engaging in response activities.

3. Cooperate with the Incident Commander and Command and General staff.

4. Channel on-site media communications through the Incident Commander or the designated Public Information Officer.

5. Check-out at check-in station and de-brief supervisor before leaving spill.

6. Participate in follow-up analyses of incidents to improve prevention and responsiveness.

7. Read the updated State Master Plan annually.

340 ORGANIZATION & ROLES

The ICS has two hierarchical levels, the Command Section and the and the General Staff with its four sections (Operations, Planning, Logistics, and Finance.)

341 COMMAND SECTION

The Command Section consists of the Incident Commander, the Command Staff, and the MAC. Command Section personnel perform functions related to the overall management of the incident while the General Staff is responsible for carrying out the response.

341.1 INCIDENT COMMANDER (IC)

The Incident Commander (IC) is in overall command of an incident. With the possible exception of Alaska State Troopers, only pre-designated local (usually fire chiefs), state, or federal On-Scene Coordinators (OSCs) serve as Incident Commanders. Which of these three OSCs actually serves as the IC depends on the nature and phase of the incident and can change several times during a single incident, as threats to public health and safety are abated and state and federal pollution control authorities take over. **Table 1** (pp. 31), Command Jurisdictions, depicts Command Jurisdictions for spill response.

ADEC's pre-designated State On-Scene Coordinator (SOSC) serves as the overall Incident Commander when the State assumes control of an incident or when the federal government delegates jurisdiction to the state. When local or federal governments retain control of an incident, their on-scene coordinator serves as Incident Commander, but the SOSC still commands the state response organization, if there is one. Similarly, the local and federal on-scene coordinators will be in command of their respective response organizations. Figure 7 (pp. 58), State ICS During Unified Command, Catastrophic Spill and Figure 8 (pp. 60), Parallel Command show these complex command structures.

Table 1 Command Jurisdiction

	Responsible Party	Local	State	Federal
Incident Commander	RPOSC (Designated by Contingency Plan)	LOSC (Community Emergency Coordinator)	SOSC (ADEC)	FOSC (USCG, USEPA)
Jurisdiction*	Works Under Guidance of the SOSC/FOSC	Threat to Public Safety SERC approved Local Emergency Response Plan	All Spills	All Spills

*Command Jurisdiction will, in some cases, overlap.

SERC: State Emergency Response Commission

Local, state, and federal response organizations can and sometimes must exist simultaneously because each governmental level has distinct responsibilities that cannot necessarily be delegated. For example, local government is charged with protecting human life and property from imminent danger. State laws require state agencies to take action to protect the state, its people and resources from spills. Federal laws impose similar requirements on federal agencies.

Section 400 explains in greater detail why there are often several response levels (local, state, and federal). As these jurisdictional concerns often change during the course of an incident, the Incident Commander can also change. For example, the local fire chief will command most incidents when a spill threatens the lives of local residents. Once the threat has been abated, containment and cleanup become paramount, and the state or federal government typically assumes overall Incident Command duties.

The question of incident command is further complicated by laws which require responsible parties to contain and clean up their spills. As a result, the responsible party may direct its own containment and cleanup efforts if they are adequate. The SOSC oversees the response and makes recommendations and may issue emergency orders to the responsible party, but generally does not dictate how the responsible party spends its money or commits its resources, although technically and legally the SOSC has decision making authority over cleanup and containment issues within state jurisdiction. However, the RPOSC and the SOSC are expected to consult frequently and work as a team. When there is a Federal On-Scene Coordinator (FOSC), the FOSC retains the ultimate decision making authority.

In spills where the responsible party's efforts are adequate, the Incident Commander (a local, state, or federal on-scene coordinator) is in charge of agency oversight and possibly supplemental assistance, either technical assistance and/or actual cleanup assistance. In other words, whenever the responsible party responds adequately, there will be (at least) two separate response organizations, the responsible party's containment and cleanup and the state's oversight. This is a subtle but important distinction from other types of incidents (for example, a forest fire where the person who started the fire is responsible for the cost of suppression, but never directs and generally does not participate in organized suppression).

- **Incident Commander Duties:**

In a small incident, the Incident Commander might perform all command and tactical (oversight and/or cleanup) duties. The larger the incident, the more the ICS structure will be staffed and the more these responsibilities and functions will be delegated.

- Determine adequacy of the spill response and decide which response role to assume.

- Evaluate and act upon priorities of response objectives from the MAC group.

- Establish the preliminary strategy for the incident immediately following activation.

- Develop and implement the Incident Action Plan. Provide copies to all Sections.

- Conduct **daily staff briefing** to include situation, incident organization and staffing, current incident activities, summary of resources already dispatched and enroute and any special instructions or delegation of authorities needed.

- Prioritize and coordinate staff activities.

- Ensure the general welfare and safety of all personnel.

- Meet with Section Chiefs and Command Staff daily.

- Ensure that planning meetings are held.

- Develop alternative strategies (with Incident Management team when a unified command structure is implemented).

- Ascertain that all required authorizations have been obtained prior to tactical deployment (such as in the case of dispersants, bioremediation, or in situ burning) and meet Federal and State regulations.

- Assure that all team members understand the MAC group's concerns, priorities, and expectations

- Approve the ordering and release of resources (people, equipment and supplies).

- Monitor and evaluate ICS organizational performance.

- Communicate with other government agencies and the media.

- Authorize release of information to news media.

- Approve demobilization plan.

When a response necessitates a large response organization, the Incident Commander may need one or possibly even two Deputy Incident Commanders.

341.2 COMMAND STAFF

In addition to any Deputy Commanders, the Incident Command Section may have up to five Command Staff officers: Public Information, Government Liaison, Community Liaison, Legal Liaison and Safety. These command officers may, in turn, have several assistants. The Command Post must be capable of accommodating the Incident Commander and his/her entire command staff (space limitations may dictate a separate facility for the MAC).

341.21 PUBLIC INFORMATION OFFICER (PIO)

The Public Information Officer is responsible for gathering and releasing incident information to the news media, agencies, organizations, and the public. Normally from ADEC, the Information Officer compiles and disseminates media releases from other State agencies and local governments.

• Public Information Duties:

- Obtain briefing from Incident Commander.

- Establish a single Incident Information Center.

- Obtain information on current status of containment efforts.

- Prepare initial summary as soon as possible after arrival. Observe guidelines on the release of information imposed by the Incident Commander.

- Maintain a close working relationship with all news media, agencies, responsible parties, and civic and public organizations.

- Prepare incident "fact sheets" and post in the Emergency Operations Center.

- Arrange for meetings between media and incident personnel.

- Provide daily press briefings.

- Provide feedback to the IC on local public perception of spill activities.

- **(Additional information on Public Information and News Media Relations appears in ANNEX IX).**

341.22 GOVERNMENT LIAISON OFFICER (GLO)

The GLO is the point of contact for representatives from State, federal, foreign (Canada & USSR), local, and other state governments and elected officials. The GLO will normally be from ADEC.

- **Government Liaison Duties:**

- Obtain briefing from Incident Commander.

- Provide a point-of-contact for government representatives.

- Identify for the IC single points of contact from each agency, including communication links and locations.

- Ensure that agency representatives and elected officials are informed of spill activities.

- Monitor incident operations to identify current or potential inter-organizational problems.

341.23 COMMUNITY LIAISON OFFICER (CLO)

The CLO is the point of contact for local communities, volunteer groups, organizations, and individuals.

- **Community Liaison Officer Duties:**

- Obtain briefing from Incident Commander.

- Provide a point-of-contact between local advisory groups and the Incident Commander.

- Provide a point of contact for the public at large and receive unsolicited proposals.

- Convey volunteer needs and coordinate their use.

- Provide feedback to the IC on local public perception of spill activities.

- Provide the IC with information based on local knowledge of the spill area.

341.24 LEGAL OFFICER (LO)

The Legal Officer (LO) provides legal advice and is normally an attorney from the Alaska Department of Law (DLAW).

- **Legal Office Duties:**

- Obtain briefing from Incident Commander.

- Provide legal assistance and interpretations as requested by the IC and other state agencies.

- Authorize release to other government agencies of reports prepared by the Command team.

- Ensure that information is gathered and preserved which may be relevant to the prosecution and/or settlement of future claims.

- Keep IC appraised of legal issues needing attention.

- Provide documentation and claim processing directions to the Planning and Financial sections.

- Oversee all activities related to enforcement and cost recovery.

341.25 SAFETY OFFICER (SO)

The Safety Officer is responsible for monitoring and assessing hazardous and unsafe situations and developing measures for ensuring that all State response activities are safe. Normally, the Safety Officer corrects unsafe conditions through the regular line of authority; however, the safety officer may stop or prevent unsafe acts whenever immediate action is required. The safety officer reports directly to the IC.

- **Safety Office Duties:**

- Obtain briefing from Incident Commander.

- Develop Site Safety Plan.

- Identify potential unsafe situations.

- Ensure that all spill personnel are informed of safety requirements. Exercise emergency authority to stop and prevent unsafe acts.

- Investigate accidents.

- Review and approve medical plan.

- Survey incident environment and operations as appropriate.

- Prepare safety message for the Incident Action Plan.

- Supervise operation of decontamination actions

- Supervise Personal Protective Equipment (PPE) selection

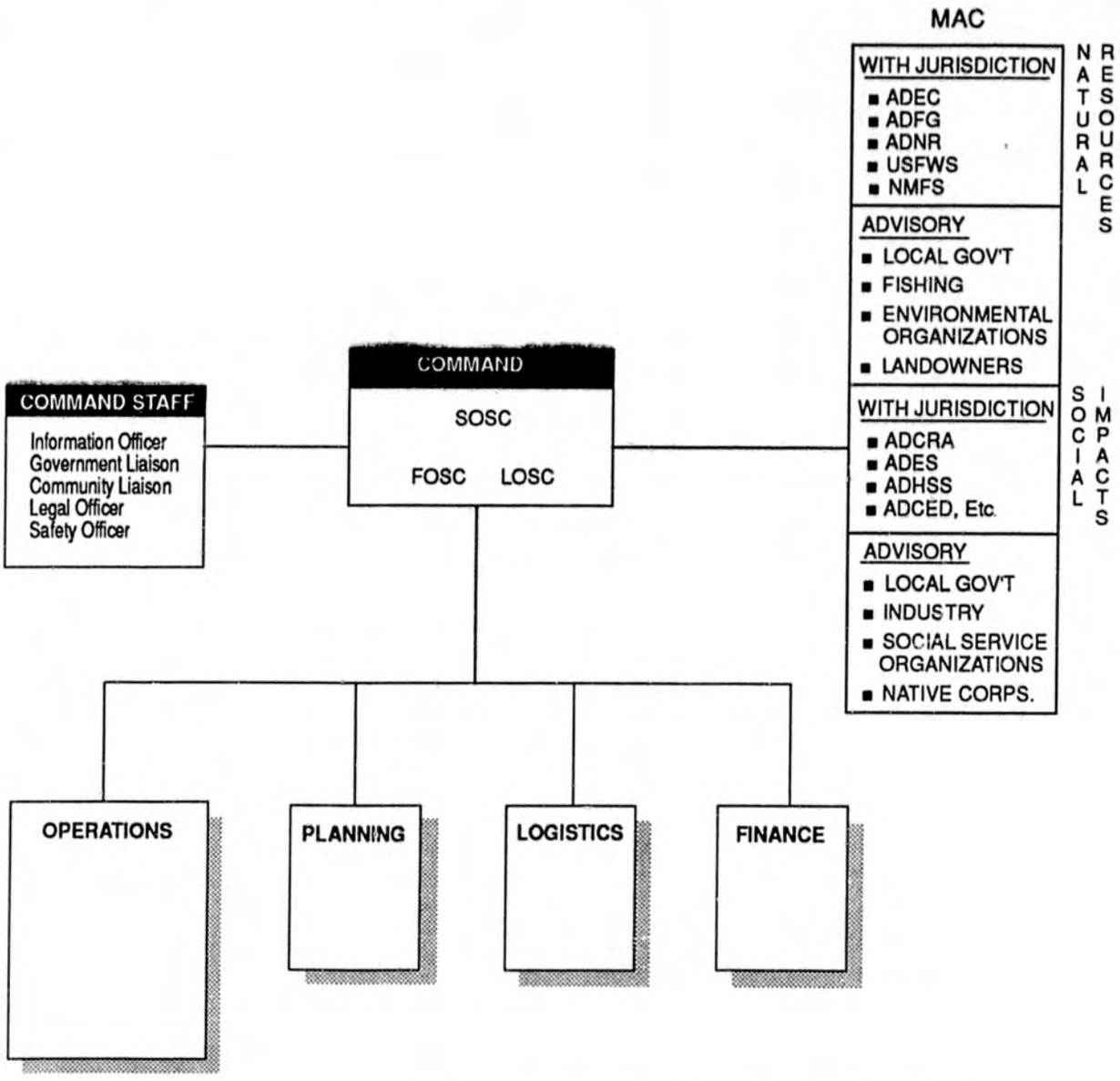
342 MULTI-AGENCY COORDINATION GROUP (MAC)

A Multi-Agency Coordination (MAC) group would normally be activated when an incident involves multiple agencies or levels of government. The MAC group sits outside of the Command Function but reports directly to it. The MAC has two basic components, one for Natural Resources and one for Community Impacts. Both components have two participation categories, one for those with jurisdiction, and an advisory category for those without jurisdiction. See **Figure 4** (pp. 38), Public and Community Involvement in Non-Catastrophic Spills. The MAC facility must be capable of accommodating the entire MAC group.

The MAC's role is to convey to the Incident Command vital information relating to the jurisdictional authority and expertise of its membership. It recommends to the Incident Commander overall objectives and priorities. Using these recommendations, the IC finalizes response priorities and objectives and develops the response strategy. The MAC itself is not directly involved in tactical operations, though some of its personnel may be.

Unlike the federal regional response team (RRT) which has predesignated standing members, MAC membership will vary from incident to incident and from phase to phase but may include senior level representatives of State and Federal agencies, communities, landowners, the responsible party, special interest groups affected by the spill, and representatives of the On Scene Coordinators(s). When the FOSC delegates to the SOSC over-all command of the incident, there would presumably be no RRT; the MAC would provide federal agencies with responsibility for resources at risk an opportunity to influence the state response.

Figure 4: PUBLIC & COMMUNITY INVOLVEMENT NON CATASTROPHIC SPILL



RP=UNKNOWN OR NON-RESPONSIVE

MAC agencies and entities generally lack command jurisdiction for spill response. In other words, Congress or the Alaska legislature has not conferred upon them the responsibilities and obligation of commanding spill responses or emergencies. The MAC's assignment to a distinct role outside of command does not diminish their jurisdictional authority nor does it diminish command's obligation to address their concerns.

In the case of catastrophic spills involving numerous communities or geographic regions (the Exxon Valdez spill, for example), the Spill Response might be restructured along geographical lines. **Figure 5** (pp. 40), Public & Community Involvement In Catastrophic Spill with Geographic Divisions illustrates how the MAC might function in one of these scenarios. Figure 5 shows four critical concepts:

1. There would still be an overall MAC.

2. There would be a (mini or local) MAC for each geographic division.

3. The mini or local MACs would keep in contact with the larger MAC, ideally on a daily basis.

4. The Department of Community and Regional Affairs and the Division of Emergency Services would serve as a conduit or clearing-house to the Office of the Governor for Community Impact-related requests which are beyond the domain or jurisdiction of the state's spill response organization.

Figure 5 <u>does not show</u> three important things:

1. In all likelihood, because of the catastrophic nature of the incident, this state organization would be part of a larger Unified Command response, probably led by the FOSC.

2. The SOSC would also have direct access to the Office of the Governor.

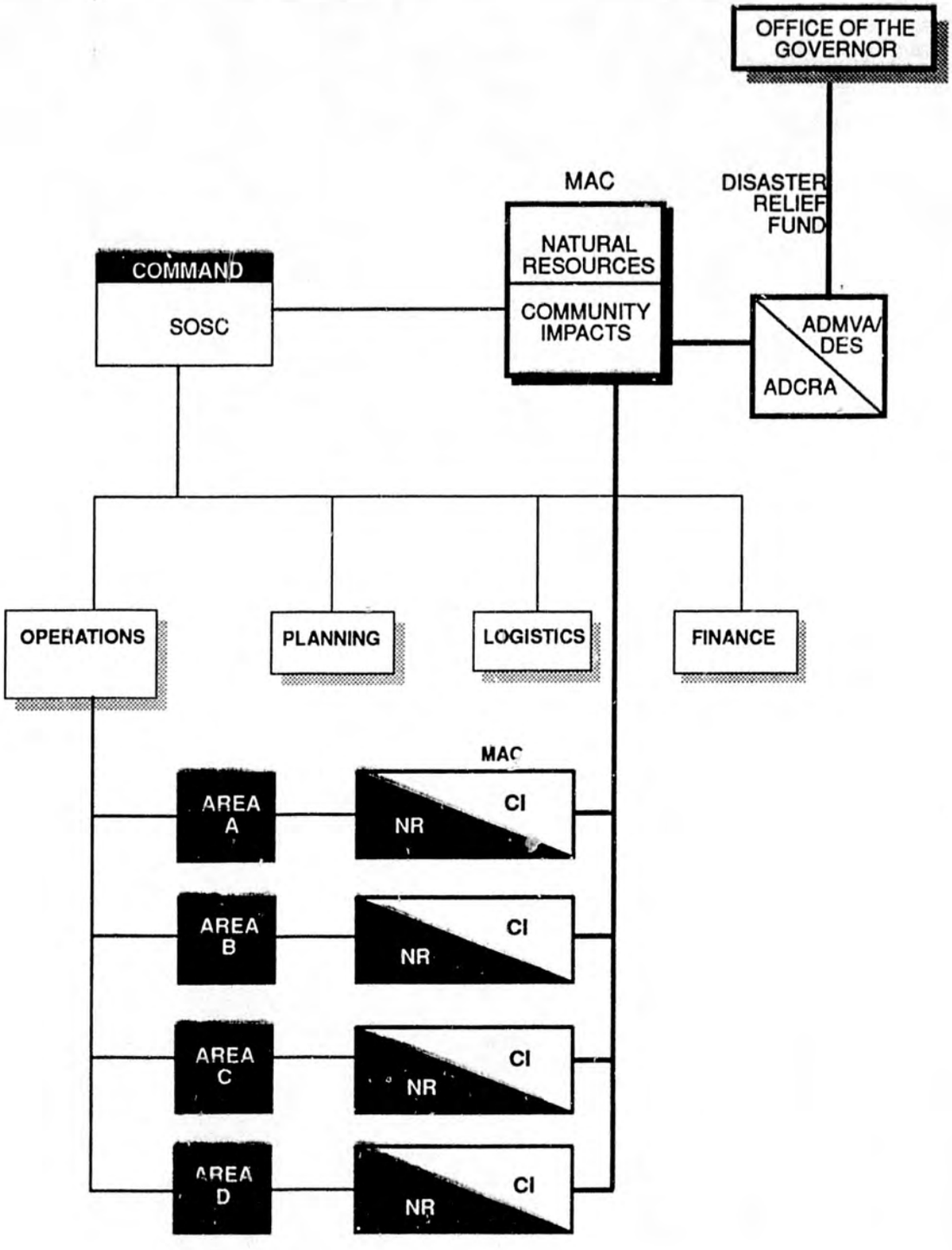
3. There would be a Command Staff as shown in most other figures.

- **MAC Group Duties:**

- eliminate delays in required approvals and signatures.

- provide strategic information for Incident Commander.

Figure 5: PUBLIC & COMMUNITY INVOLVEMENT CATASTROPHIC SPILL WITH GEOGRAPHIC DIVISIONS



CI: COMMUNITY IMPACTS
NR: NATURAL RESOURCE

MAC activities will be coordinated through the Command Staff Liaison. A catastrophic incident may have a MAC liaison officer. All MAC representatives should be fully authorized to represent and commit their organization to a course of action.

342.1 MAC CHAIR

Initially, the Incident Commander may designate a MAC group chairperson. However, this individual must be acceptable to all members of the MAC, and the MAC may elect one of its members chair if it desires. At a minimum, a MAC chair should understand the jurisdictional interests and responsibilities of MAC constituents. MAC Group discussions should be documented. Disagreements should be resolved by documented votes. MAC Group decisions should be communicated to the Incident Commander in writing.

- **MAC Chair Duties:**

  1. Fill and supervise necessary unit and support positions within the MAC.

  2. Provide the information necessary to understand the situation and establish response priorities.

  3. Communicate MAC group concerns and decisions to the Incident Commander and communicate the Incident Commander's concerns to the MAC group.

342.2 REGIONAL RESPONSE TEAM (RRT)

The (Alaska) Regional Response Team is a predominantly federal body consisting of federal agencies who may be impacted by or involved in a spill response. Its 15 standing members include ADEC which represents and speaks on behalf of all state agencies and interests. The RRT is mobilized during federal responses. When the federal government delegates command jurisdiction to the state, it may nonetheless be appropriate for some or all RRT members to participate in the state response. To participate, RRT members would join their state and local counterparts in the MAC.

343 GENERAL STAFF

As opposed to the Command Staff and the MAC which advise the IC, the General Staff is responsible for carrying out the IC's Incident Action Plan. The General Staff consists of the Operations, Planning, Logistics, and Finance chiefs and their respective sections. The number of sections and units activated depends on the size and complexity of the response.

343.1 OPERATIONS SECTION CHIEF (OPS)

The Operations Section chief (OPS) is responsible for all tactical operations directly affecting the spill. Tactical operations at the incident include all activities directed towards hazard reduction, containment, cleanup, restoration and the related oversight and supplemental assistance activities.

The OPS assists in developing the Incident Action Plan (IAP). The OPS then implements the IAP by formulating the necessary tactics. Reporting directly to the IC, the OPS supervises the tactical effort.

In the most minor incidents, the Incident Commander might perform all operational functions. As the magnitude of the incident increases, functional groups and geographic divisions would evolve under the Operations Section. The Operations Section might include distinct branches for Containment, Cleanup and Wildlife Rescue.

- **Operations Section Chief Duties:**

- Obtain briefing from IC.
- Develop operations portion of Incident Action Plan.
- Assign and brief operations personnel in accordance with Incident Action Plan.
- Supervise operations.
- Aircraft, vessel, and vehicular deployment.
- Determine needs and request additional resources.
- Review suggested list of resources to be released and initiate recommendations for resource releases.
- Assemble and disassemble strike teams assigned to operations section.

- Report information about specific activities, events, and occurrences to Incident commander.

- Supervise and coordinate with the Containment and Cleanup Branch Director and Wildlife Rescue Branch Director.

- Ascertain the nature of the spill, evaluate the effectiveness of current actions and order additional resources as needed.

- Conduct operational briefing for branch directors, division/group supervisors and other operational personnel on the Incident Action Plan. Obtain feedback for input in planning the next operational period.

- Review operational control activities to determine need for assembling strike teams from individual resources in order to maintain a manageable span of control.

- Establish and maintain staging areas, identify required locations expected number and type of resources and anticipate duration for use of each area.
- Coordinate with the Logistics Section Chief for needed services and support.

- Initiate recommended release of resources for demobilization by type, quantity, location and time they become excess to needs of the incident.

343.11 ENVIRONMENTAL MONITORING BRANCH

The Environmental Monitoring branch performs field and laboratory studies to determine the effect of the spill and subsequent cleanup on the environment and natural populations. Specific areas of interest include field investigations, spill plume tracking, and biotic, sediment, water and atmospheric studies.

343.12 CLEANUP BRANCH

In a small incident, the IC or the Operations Section Chief oversees all containment and cleanup duties. With larger incidents, regardless of whether the Responsible Party, the state, or a contractor is actually doing the cleanup, the State forms a Containment and Cleanup Branch to oversee containment and cleanup of the spill and affected environment, decontamination, waste disposal and permitting, and staging and temporary storage site selection and demobilization. Directors, Supervisors, and Leaders would normally be drawn from ADNR, ADF&G, contractors,

343.13 WILDLIFE RESCUE BRANCH

When incidents require State-managed wildlife rescue efforts, the Wildlife Rescue Branch will oversee wildlife search and rescue, wildlife treatment centers, and primary care and feeding. ADF&G would serve as Branch Director, and volunteer response corps would provide manpower and assistance.

The "Alaska Region Oil & Hazardous Substances Pollution Contingency Plan Wildlife Protection Guidelines for Alaska" published by the federal Regional Response Team establishes rescue and treatment protocols (For further information on the Wildlife Protection Guidelines, see Annex IV, Hazardous Substance Reference Materials).

343.2 PLANNING SECTION CHIEF (PSC)

The Planning Section Chief is responsible for collecting, evaluating, and disseminating information needed to: 1) understand the situation; 2) predict probable spill trajectories, pathways, and fates; 3) prepare alternative operation strategies and tactics; and 4) predict and plan for potential impacts on:

- natural systems and populations;
- air, land, and water quality;
- human activities and use;
- communities and man-made facilities;
- cultural/archaeological sites; and,
- the response organization.

The Planning Section Chief develops the Incident Action Plan (IAP) and revises it following each planning meeting. The IAP includes:

- incident objectives and maps;
- organizational structure;
- division and branch assignments;
- communications, medical, and transportation plans;
- weather, environmental, and social issues;
- safety messages; and,
- input from other agencies and officials.

The Planning Section may include distinct units for Resources (personnel & equipment), Situation, Documentation, Technical Specialists, and Demobilization. Although the Planning Section would probably be lead by ADEC, many of its tasks would be directed and performed by personnel from other agencies.

- **Planning Section Chief Duties:**

- Obtain briefing from Incident Commander.

- Activate planning section units.

- Establish check-in and check-out locations and processes including review of Incident Action Plan.

- Reassign emergency response personnel to incident positions as appropriate.

- Establish information requirements and reporting schedules for all ICS.

- Notify resources unit of planning section units activated, including names and locations of assigned personnel.
- Establish a weather data collection system when necessary.

- Begin spill surveillance and trajectory modeling.

- Supervise preparation of Incident Action Plan

- Assemble information on alternative strategies.

- Assemble and disassemble strike teams not assigned to operations.

- Identify specialized resource needs.

- Plan and supervise section operations.

- Predict incident potential periodically.

- Compile and display incident status summary information.

- Advise general staff of any significant incident status changes.

- Provide incident traffic plan(s).

- Prepare and distribute Incident Commander's orders.

- Instruct planning section units in distribution of incident information.

- Insure that normal agency information collection and reporting requirements are being met.

- Prepare recommendations for release of resources for submission to the IC.

- Identify Environmentally Sensitive Areas (ESA) in conjunction with ADNR and ADFG.

- Develop suggested priorities for preservation of ESA's.

- Identify cultural and historical resources at risk and suggest protection measures

- Coordinate environmental studies and damage assessments.

- Establish monitoring and sampling needs.

- Collect and document spill data from the inception of the incident through demobilization.

- Establish the planning cycle for team meetings.

- Track personnel, resources and operational and support actions taken by the spiller and coordinate their activities through the Incident Action Plan.

- Monitor waste disposal.

343.21 SPILL PLUME ANALYSIS & MAPPING UNIT (SPAM)

Because uncontrolled spills of hazardous materials may be extremely dangerous and mobile, the response effort depends on having accurate information about the size, nature, location, behavior, and destination of the substances involved.

While computer data bases can provide information on likely chemical reactions, hazards and even trajectories, it is not possible to program for all permutations and combinations. It takes trained specialists to determine the best course of action in a given situation.

- **SPAM Duties:**

- Determine nature of chemical compounds of involved and size and extent of spill.

- Project spread of plume(s) or slick(s) given existing and anticipated environmental conditions.

- In conjunction with state safety officers, determine safety and decontamination zone perimeters.

- Develop evacuation maps and timetables.

343.22 DAMAGE ASSESSMENT UNIT (DAU)

The Damage Assessment Unit (DAU) is responsible for assessing damages to the human and natural environment and natural and cultural resources. The Damage Assessment Unit is composed of the state agencies with jurisdictional responsibilities for the resources in question. Damage assessment includes planning for restoration and determining the cost of restoration.

Natural resource damages will normally be assessed by ADF&G, ADNR ADMVA/DES, and ADEC in consultation with appropriate state and federal agencies. Natural resources include fish and wildlife populations, habitats, ecosystems, and air, water, and land quality. Human environment damages will normally be assessed by ADH&SS, ADC&RA, ADOT/PF, ADMVA and other state and federal agencies in consultation with the MAC. Human resource considerations include social and economic systems and services, public health, and the physical infrastructure such as public facilities, utilities, roads, airports, ports, buildings, communication systems, and those private facilities which serve a public purpose.

343.3 LOGISTICS SECTION CHIEF

The Logistics Section is responsible for all incident support needs, including facilities, transportation, supplies, equipment maintenance and fuel, food, shelter, communications and medical services to incident personnel and impacted communities. The Logistics Section Chief participates in the development of the Incident Action Plan and activates and supervises the logistics section.

- **Logistics Section Chief Duties:**

- Obtain briefing from Incident Commander.
- Plan Organization of logistics section.
- Assign work locations and preliminary work tasks to section personnel.
- Assemble and brief branch directors and unit leaders.
- Participate in preparation of Incident Action Plan.
- Identify service and support requirements for planned and expected operations.

- Provide input into and review communications plan, medical plan, traffic plan(s).

- Coordinate and process requests for additional resources.

- Review Incident Action Plan and estimate section needs for next operational period.

- Advise IC on current service and support capabilities.

- Prepare service and support elements of the Incident Action Plan.

- Estimate future service and support requirements.

- Insure general safety and welfare of logistics section personnel.

- Receive demobilization Plan from Planning Section.

- Recommend release of unit resources in conformity with Demobilization Plan.

Some of the specific logistic needs include:

- Food service and sanitation/shower areas for the entire spill work force.

- Community health and social impact mitigation (in coordination with Law and Community Liaison, MAC, and ADCRA & ADMVA/DES)

- Medical aid, evacuation, and transportation.

- Tactical equipment fueling, maintenance, and repair service for vehicles, vessels, aircraft, and ground support equipment.

- Security service at all incident operating and support locations.

- Aircraft, vessel, and vehicular procurement.

In a small incident, ADEC may perform all duties within the Logistics Section. For a major spill, ADMVA/DES will provide the Logistics Section Chief and draws qualified Unit Leaders from State agencies. As an incident escalates, it will be necessary to fill Unit Leader positions for the following units:

Communications
Transportation
Facilities
Supply
Food Service
Sanitation
Medical
Law Enforcement & Security
Health & Social Services

Safety considerations dictate that aircraft and vessel operations must be controlled by personnel with the appropriate expertise, training, and certification.

343.31 COMMUNICATIONS UNIT

From an incident's outset, careful consideration must be given to communications. A system capable of accommodating the critical initial attack and subsequent build-up must be rapidly established. In major incidents, the ADMVA/DES and ADOA/Division of Telecommunications will establish the communication system.

In all incidents, each agency should use its pre-assigned frequencies. Remote locations typically require the establishment of radio repeater networks.

Incident communications nets should be able to accommodate telephone, fax, radio, photo-copying, personal computers and modems, and possibly pagers. Radio needs may include ship to shore, ship to ship, air to air, air to ground, ship to air, and ground to ground.

- **Communications Unit Duties:**

- Obtain briefing from Logistics Section Chief.

- Prepare and implement the Incident Communications Plan.

- Establish Incident Communications and Message Centers.

- Install, test, and trouble shoot the communications systems.

- Establish an equipment accountability system and distribute equipment according to incident plan.

- Provide technical advice on:

  - Adequacy of existing communications system;
  - Geographic limitations on system;
  - Equipment capabilities;
  - Amount and types of equipment available; and,
  - Anticipated problems.

- Supervise unit activities.

- Maintain records.

- Insure equipment is tested and repaired.

- Recover equipment from relieved or released units.

343.32 HEALTH AND SOCIAL SERVICES UNIT (HSSU)

The Health and Social Services Unit (HSSU) part of the Logistics Section is responsible for seeing that medical, safety, and community impact needs directly related to the spill are met.

In a small incident, the Incident Commander performs all health and welfare duties in conjunction with local responders. As an incident escalates, the HSSU is formed to perform this function within the Logistics Section with ADHSS and ADCRA serving as Unit Leaders and completing all duties. Members from ADCRA, LEPCs, ADPS, ADOL, ADFG and ADMVA/DES assist. The HSSU works closely with the MAC to assess, prioritize, and address health and social service needs.

343.4 FINANCE SECTION CHIEF (FSC)

The Finance Section Chief (FSC) is responsible for supervising members of the finance section and for all financial and administrative aspects of the incident, including:

- cost analysis for procurement of resources;

- development of a project budget;

- personnel, timekeeping, and payroll;

- accounting;

- release of 470 funds;

- implement Reimbursable Service Agreements (RSAs) with communities;

- clerical support;

- contracts; and,

- data processing.

To prevent co-mingling of state, federal, and responsible party financial resources, the state's Finance Section Chief will only account for state funds. The FSC may assign personnel trained and knowledgeable in emergency contracting, hiring and procurement procedures to the Finance Section as required. Major incidents generally require separate Unit Leaders for personnel and payroll, procurement, compensation/claims, costs, budget, accounting and clerical support and data processing.

Emergency hiring and procurement procedures can be found in the Annex VII (Administrative Guidelines) of this document.

• **Finance Section Chief Duties:**

General

- Obtain briefing from IC.

- Obtain billing information from Responsible Party.

- Attend planning meetings to determine scope of incident and response and provide input on all financial administrative, and cost analysis matters.

- Develop an operating plan for finance section.

- Identify and order section's supply and support needs.

- Prepare work objectives for subordinates, brief staff, assign tasks, and evaluate performance.

- Inform IC and general staff when section fully operational.

- Meet with representatives from other agencies as required.

- Maintain daily contact with agency headquarters administrative staff.

- Insure that all personnel time records are transmitted to home agencies according to policies.

- Participate in all demobilization planning.

- Insure that all obligation documents are properly prepared and completed.

- Brief personnel on business management issues needing attention and follow-up, prior to leaving incident.

- Provide accounting functions, including auditing, billing, invoice documentation of labor, materials and services used during spill activities.

- Protect the interests of the State in financial dealings.

- Provide sound business management practices with accurate and complete obligation documents.

- Provide input in all planning sessions on financial and cost analysis matters.

- Administer and establish, as necessary, vendor contracts for operational and support related supplies, services and technical specialists. Prepare and sign equipment rental agreements.

- Develop and administer a cash account.

- Organize and direct equipment and personnel time recording function.

- Administer financial matters arising from serious injuries and deaths occurring on the spill incident.

- Initiate investigation and documentation on all claims other than personal injury and arrange for and supervise services of damage surveyors and adjusters.

- Authorize travel, per diem and transportation and related expenditures.

- Contract with vendors for required goods and services.

Cost

- Assist IC with development of project budget.

- Notify IC of all administrative policies and procedures.

- Provide periodic reports to the IC on project costs and recovery costs.

- Participate in drafting cost recovery agreements with responsible party.

Accounting

- Assign project account code.
- Set-up project cost code structure.
- Authorize and account for expenditures.
- Bill the responsible party under any cost recovery agreement and account for transactions generated by cost recovery agreement.

Personnel

- Ensure that personnel have appropriate training and certification.
- Reassign permanent and hire temporary employees.
- Determine overtime eligibility.
- Assign employees to provide office and clerical support for Incident Command team.
- Mobilize office and clerical support for field offices as needed.

Data Processing/Documentation

- Provide data processing support for managerial and scientific applications.
- Control and organize documentation for litigation support and archiving.

350 COMMAND CONSIDERATIONS

351 ASSUMPTION OF COMMAND FOR CONTAINMENT/CLEANUP

Table 1 (pp. 31), Command Jurisdiction, explains who has jurisdiction for spills in Alaska.

The spiller is always responsible for containment, cleanup, damages, and associated costs and is required to begin cleanup immediately.

Local government is responsible for protecting public safety and may assume command when it is necessary to protect human life.

ADEC has authority for all spills in Alaska. **The predesignated SOSC (ADEC's Regional Supervisor) would command the state portion of a Unified Command response.**

However, the federal government has overall authority for all spills in the U.S. and can assume control of any response it deems inadequate. Typically, the U.S. Coast Guard retains jurisdiction for and responds to all marine spills. Although EPA has jurisdiction for spills on land and inland waters, EPA does not maintain a large response capability in Alaska and is likely to delegate authority to the State for spills on land.

Overlapping command jurisdictions often lead to Unified Commands, as do catastrophic spills. Regardless of the command type, however, there will only be one Incident Commander having ultimate, decision making authority. In the typical Unified Command situation, the On-Scene Coordinator from the entity with the most command responsibility or jurisdiction, will probably serve as the overall IC.

Entities may delegate their authority to a lower level of authority, assuming the lower level agrees. Cleanup activities can be delegated to a contractor or response cooperative.

The IC is always drawn from the OSC's, a pool of pre-designated and pre-qualified candidates. If an incident jeopardizes public safety, the Local On-Scene Coordinator may serve as the IC.

As long as the responsible party responds adequately, its representative or contractor retains control of the actual containment and cleanup. In the smallest incidents, the RPOSC may even function as the Incident Commander with SOSC oversight. However, because of specific legal responsibilities, the state or federal government is likely to assume command of larger incidents. In catastrophic incidents, the appropriate federal agency, either the USCG (coastal waters) or EPA (inland waters, most federal lands) will supply the Incident Commander. ADEC's On-Scene Coordinator serves as IC in all other situations, including when the state has jurisdiction, when the responsible party fails to meet the adequate response criteria, or when other entities with command jurisdiction delegate their authority to the state.

352 ADEQUACY OF RESPONSE

Short of taking over a response, ADEC's SOSC can suggest specific actions to the responsible party. Should the responsible party ignore the request or respond ineffectively, the SOSC can issue emergency orders directing the responsible party to take specific actions.

ADEC can assume control of containment and cleanup of a given incident from the responsible party if ADEC's On-Scene Coordinator finds the response inadequate. The criteria upon which this determination is made are set forth in 18 AAC 75.145 and can be found in Annex VIII, Legal Authorities. The legislature gave ADEC this authority to expedite responses and protect Alaska's environment, people, and communities.

353 COMMAND TYPES

This section outlines some of the basic command structure options and the situations under which they might be expected to come into play. However, each incident is different, and the Incident Commander and the co-responders will customize their organizational response accordingly. To do this successfully, the responders must understand the ICS and how it works and share basic goals. The goal is to prevent incidents, but once one has started, the fundamental consideration is safety, that is avoiding accidents and injuries. The next priority is to contain and cleanup spills as quickly, efficiently, and economically as possible with the minimum disruption to natural systems and to communities.

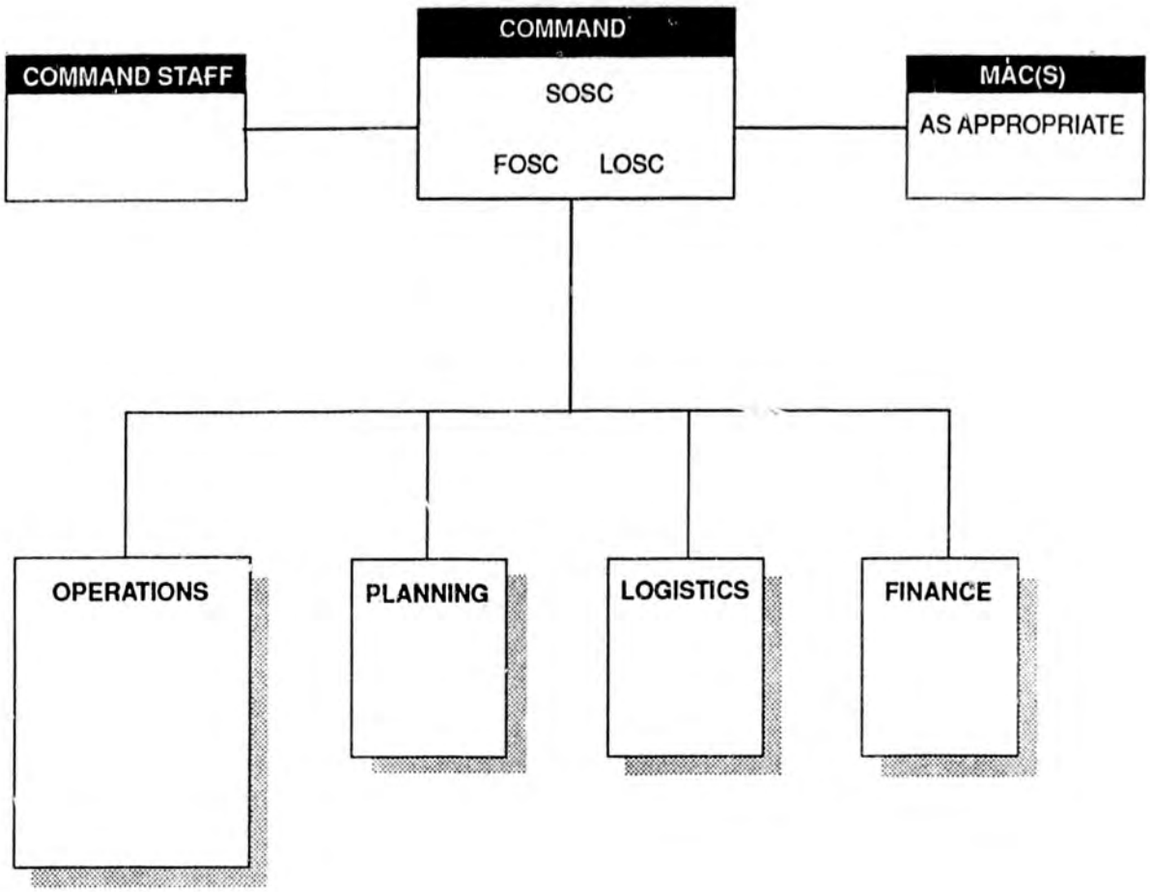
353.1 SINGLE COMMAND

When an incident involves a single political jurisdiction and/or minimal regulatory authorities, the incident will be managed under a single command structure, as shown in **Figure 6** (pp. 56), Single Command, State Managed Cleanup & Oversight. Examples include small land spills where the responsible party is either unknown or non-responsive, easily cleaned up in a short period of time with little environmental consequences. The Community Emergency Coordinator (LOSC), SOSC, or FOSC can serve as Incident Commander.

In most cases, the type of situation and relative qualifications of the candidates to address the particulars will dictate the choice. As the response proceeds and the incident changes, the Incident Command may change.

Figure 6: Single Command
State Managed Cleanup & Oversight

SMALL INCIDENT



RP=UNKNOWN OR NON-RESPONSIVE

The LOSC and FOSC are shown in the command box in Figure 6, because they may be serving in an oversight or advisory role. Figure 6 depicts the state's response organization even when it is part of a complex command, such as the Unified Command.

353.2 UNIFIED COMMAND

If an incident involves significant command authority overlaps and the command entities wish to retain their command prerogatives, one of the OSC's can call for a Unified Command. Marine spill responses often entail Unified Commands because the U.S.C.G. generally responds and retain command. Unified Commands are suitable anytime several agencies or levels of government (local, state, federal) have overlapping command authority. The purpose of a Unified Command is to facilitate joint operational decisions and minimize duplication. A Unified Command is a systematic means of accommodating a variety of agencies having command responsibilities. The concept offers uniform and "trackable" procedures that enable agencies to perform their roles effectively, yet in unison. Unified Commands may be located as close to the scene as practicable, without interfering in the actual cleanup activities.

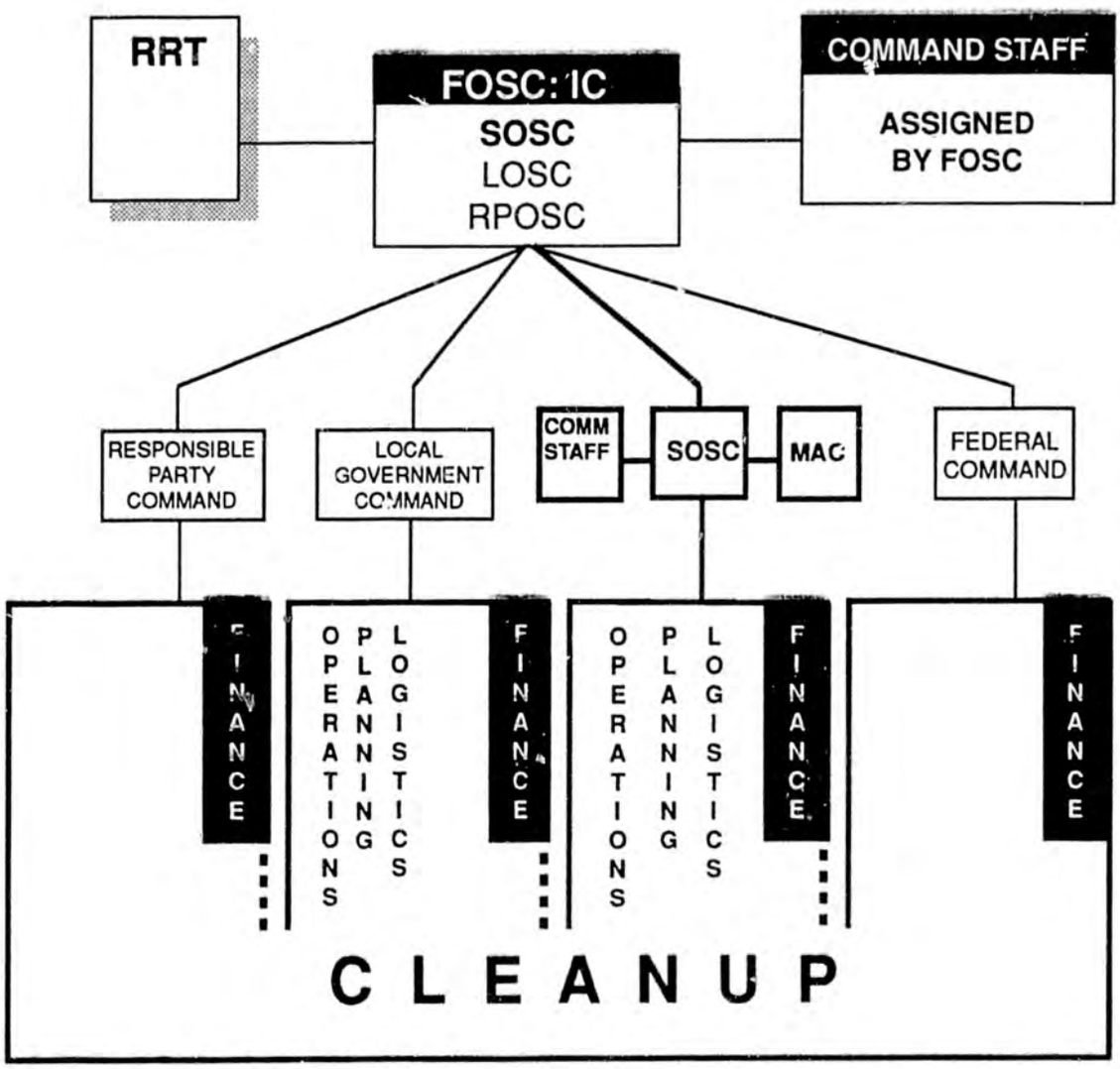
In a Unified Command, the respective On-Scene Coordinators jointly determine what objectives, priorities, and strategies should be recommended to the Incident Commander. As in a single command structure, the IC considers the MAC's recommendations before directing the Planning and Operations Section Chiefs.

Under a Unified Command, no agency's authority will be compromised, and one set of objectives will be developed for the entire incident. The command entities may retain their own response structures if necessary to fulfill their regulatory responsibilities.

Agencies or private sector companies that may be expected to participate in a spill incident should provide joint training opportunities to drill the ICS to insure that it is clearly understood and that working relationships are on a first-name basis.

Figure 7 (pp. 58), State ICS During Unified Command, Catastrophic Spill, demonstrates how the state response organization fits into a Unified Command structure. The other response organizations are not shown in detail. The responsible party and the federal government will not necessarily use the ICS system. Finance sections are shown as distinct because they do not commingle funds, but finance section chiefs and unit leaders should be talking to their peers in the other finance sections.

Figure 7 : STATE ICS DURING UNIFIED COMMAND, CATASTROPHIC SPILL



353.3 PARALLEL COMMANDS

Figure 8 (pp. 60), Parallel Command, shows a Parallel Command which is likely to be found where the responsible party retains control of the actual cleanup operation, but the nature of the spill requires intensive oversight and/or supplemental assistance by the state and/or federal government. The responsible party's organization is not detailed because all spillers are not yet required to use an Incident Command System. The Parallel Command figure is intended to convey an ideal situation. The effort is unified in that the state and the spiller are working closely together to coordinate their respective efforts and in that the state still retains overall authority over the spiller's activities.

A response which overlaps an international border might also result in a Parallel Command. For example, a spill in Dixon Entrance would likely generate two separate (Canadian and American) but coordinated response efforts.

353.4 GEOGRAPHIC COMMANDS

When an incident affects a large area, the response may be more manageable if split into geographic divisions. Figure 5, Public & Community Involvement, Unified Response, Catastrophic Spill, shows one such type of geographic division, where each area has its own Operations section reporting to the overall Operations section. A common variant entails a complete ICS structure for each geographical division reporting to an overall central command authority. In that case, the area or local MAC would report to the area or local incident commander.

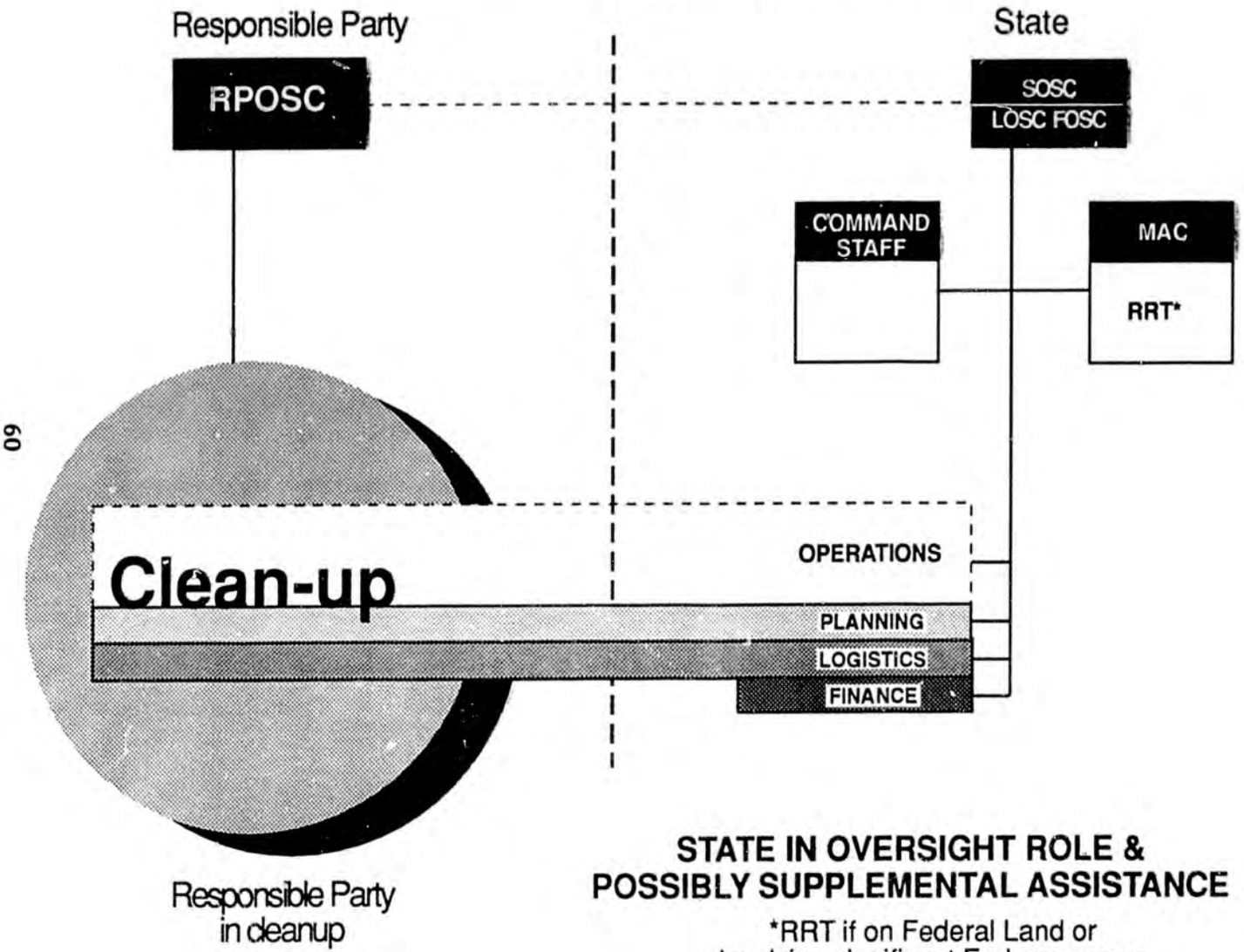
354 COMMAND TRANSFER MECHANICS

Command can be transferred from one level of government to another, for example from local to state or federal or vice versa. Jurisdictional issues related to command transfer are discussed earlier in this section under Assumption of Command. Command can also be transferred when the Incident Commander and or the command team is replaced altogether or relieved during a shift change. Command transfers should always be preceded by a situation briefing, at the very least.

Liability, accounting, and efficiency considerations argue for a standardized method when it becomes necessary to transfer command from one entity, agency, or jurisdiction to another. The larger the response and the greater the costs, the more important it is to document, in writing, the situation and associated agreements, understandings, goals, priorities, strategies, and tactics. This document is called the Incident Action Plan.

Figure 8 : PARALLEL COMMAND

LARGE SPILL ON LAND



STATE IN OVERSIGHT ROLE & POSSIBLY SUPPLEMENTAL ASSISTANCE

*RRT if on Federal Land or involving significant Fed. resources

Furthermore, the Incident Action Plan is essential for improving future responses and may contain information useful for preventing similar incidents.

62

360 SPILL CLASSIFICATION

360.1 MINOR DISCHARGE

A minor oil spill is defined as a discharge of less than 100 gallons on inland waters and less than 1000 gallons on coastal waters, or a spill on land or a spill of a hazardous substance that does not threaten public health, safety or the environment.

Typically, the responsible party, the state (ADEC) or local government leads a minor spill response. If the spill is endangering the public health or welfare through fire, explosion, traffic hazard or noxious gas, the appropriate local agency such as law enforcement, fire department, city or borough officials will ordinarily command the initial attack until public safety is no longer threatened.

360.2 MEDIUM DISCHARGE

A medium oil spill is defined as a discharge between 100 and 10,000 gallons on inland waters and 1000 to 100,000 gallons on coastal waters. A medium discharge of a hazardous substance is a localized release that may threaten the health and safety of people and emergency workers in the immediate area of the spill and/or present an environmental threat.

Depending on the volume and type of substance spilled, the location and sensitivity of the receiving environment, the federal Alaska Regional Response Team (RRT) may or may not be activated by the Federal On-Scene Coordinator (FOSC) or an RRT member. ADEC will lead oversight of most medium spills on land, and on water whenever the Coast Guard requests.

360.3 MAJOR DISCHARGE

A major oil spill is defined as a discharge of over 10,000 gallons on inland waters and over 100,000 gallons on coastal waters. A major discharge of hazardous substances is a release that causes a serious environmental threat or requires evacuation or sheltering of nearby residents or businesses. USCG or EPA, in most cases, will lead the oversight response. Either the FOSC or the state representative to the RRT can activate the Alaska RRT.

360.4 CATASTROPHIC DISCHARGE

Catastrophic discharges entail oil spills in excess of 100,000 barrels, or any other discharge of oil or hazardous substances which the Governor or President determines presents a grave and substantial threat to the economy, people, or environment. In the case of spills on water, the USCG FOSC will probably command the oversight response and activate the Alaska RRT. However, the catastrophic nature would probably require activation of the state's entire Incident Command System and the marshalling of all available local response resources in anticipation of a massive response need. In the case of catastrophic spills on land, EPA might delegate command of the response to the state.

370 RELATIONSHIP OF THE STATE ICS TO THE OVERALL RESPONSE DURING A MAJOR OR CATASTROPHIC DISCHARGE.

In a major or catastrophic spill incident, the responsible party and state, federal and possibly local government(s) may have response organizations. The FOSC will command oversight, if the responsible party effort's are adequate, or command the entire incident if there is no responsible party or adequate response. The SOSC will be a part of the overall Unified Command and will coordinate the state's response efforts with the others to prevent duplication. Figure 7, Unified Command, illustrates this relationship.

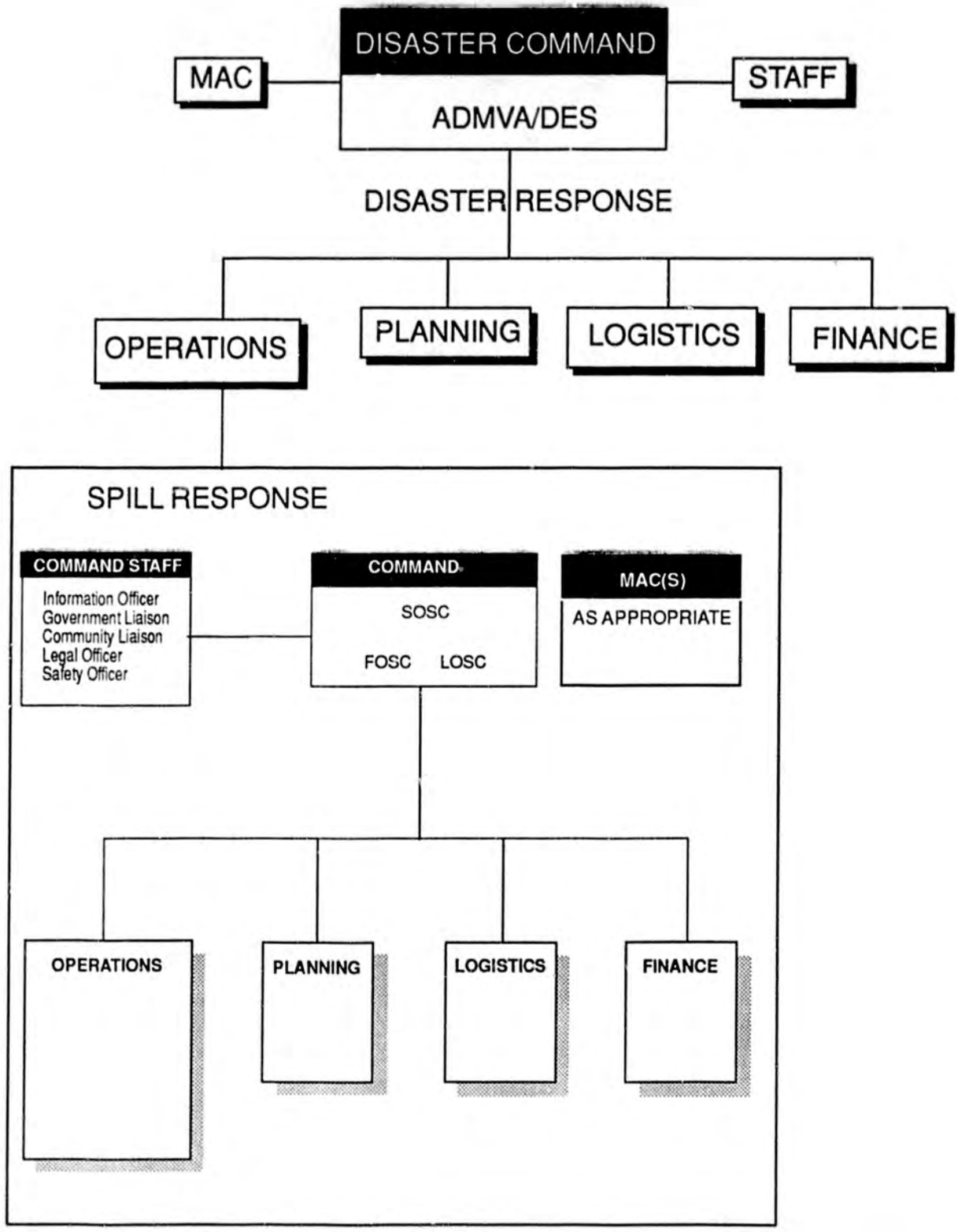
380 NATURAL DISASTER WHICH RESULTS IN A HAZARDOUS SUBSTANCE SPILL

Figure 9 (pp. 63), Response Organization When Spill Results From A Natural Disaster, depicts how a response would be structured if a natural disaster such as an earthquake caused an oil or hazardous substance spill. Following a natural disaster, the State Emergency Operations Plan would be in effect. The Division of Emergency Services would be the Incident Commander of the overall State response to the disaster and as such would set disaster response priorities to make the best use of available resources. Within these constraints, ADEC would command the spill component of the disaster response and activate its Incident Command System to effect containment and cleanup, in an oversight, supplemental assistance, or cleanup role.

390 UNDERGROUND STORAGE TANK SPILL (UST)

Although underground storage tank spills sometimes go undetected for weeks, the response procedures are virtually the same as for any other spill.

FIGURE 9 : RESPONSE ORGANIZATION WHEN SPILL RESULTS FROM A NATURAL DISASTER



Abating threats to human safety and health are the primary consideration, followed by containment and cleanup. Initial responders should follow the procedures outlined in Section 200 of this Master Plan and the Leaking Underground Storage Tank site safety plan. Residents should be advised to use alternate sources of water until the extent of ground water contamination can be determined by monitoring wells.

Once threats to public safety have been abated, ADEC's SOSC would provide oversight to ensure that the responsible party adequately cleaned up and restored the site. In the event that the responsible party failed to adequately cleanup the site, the SOSC would hire a contractor to do the work. However, the spiller would still be responsible for all costs associated with the cleanup.

Figure 8 encompasses the full spectrum of possible responses, but, generally, there would be no need to activate the four sections of a complete incident command structure. Typically, only one or two ADEC representatives would be involved. However, if the spill were sufficiently large or damaging, ADEC might establish an Operations Section. Other agencies would advise or assist as necessary.

PAGE

400 Contingency Planning and Spill Response in Alaska 67

401 Facility & Vessel Contingency Plans 67
402 Local Emergency Response Plans 69
403 State Regional Oil & Hazardous Substance Discharge, Prevention & Contingency Plans 70
404 State Master Oil & Hazardous Substance Discharge, Prevention & Contingency Plans 72
405 State Emergency Plan 75
406 Federal Regional Plan for Alaska 75
407 National Contingency Plan 77
408 States/British Columbia Task Force on Oil Spills 78
410 Specific Roles & Responsibilities 78

411 The Responsible Party 78

411.1 Industry Cooperatives 79

412 Local Government Roles 79
413 Landowners & Other Private Parties 80
414 State Government Roles & Responsibilities 81

414.1 State Emergency Response Commission 81
414.2 Citizen's Oversight Council on Oil & Hazardous Substances 82

415 Individual State Agencies 82

415.1 Office of the Governor 82
415.2 Dept. of Environmental Conservation 82

415.21 Emergency Response Depots 85
415.22 Volunteer Corps 86

415.3 Dept. of Military & Veterans Affairs/ Division of Emergency Services 86
415.4 Dept. of Natural Resources 87
415.5 Dept. of Fish & Game 88
415.6 Dept. of Public Safety 89
415.7 Dept. of Community & Regional Affairs 90
415.8 Dept. of Labor 91
415.9 Dept. of Health & Social Services 91

PAGE

415.10 Dept. of Administration 92
415.11 Dept. of Law 93
415.12 Dept. of Transportation & Public Facilities 93
415.13 Dept. of Commerce & Economic Development . . . 94
415.14 University of Alaska 94

416 Federal Government Roles & Responsibilities 94
417 Individual Federal Agencies 95

417.1 Environmental Protection Agency 95
417.2 U.S. Coast Guard 95
417.3 National Response Center 96

417.11 National Response Team 96
417.12 Alaska Regional Response Team 96

417.4 Federal Emergency Management Agency (FEMA) . 96
417.5 U.S. Dept. of the Interior 97
417.6 U.S. Dept. of the Navy 98
417.7 U.S. Dept. of Agriculture 98
417.8 U.S. Army Corps of Engineers 98
417.9 U.S. Dept. of Commerce 99
417.10 U.S. Dept. of Defense 100
417.11 U.S. Dept. of Energy 100
417.12 U.S. Dept. of Health & Social Services 100
417.13 U.S. Dept. of Labor 100
417.14 U.S. Dept. of Transportation/Public Facilities 100

400 CONTINGENCY PLANNING AND SPILL RESPONSE IN ALASKA

This section describes the relationships between the four major entities involved in spill prevention, planning, and response in Alaska: industry and local, state, and federal government.

The spiller is responsible for containment, cleanup and removal of any discharged oil or hazardous substances and any associated costs (including restoration, state oversight and technical and supplemental assistance), regardless of whether they are required to maintain a contingency plan. Participation in spill response by the local, state or federal government in no way reduces the responsibility of the spiller.

Figure 10 (pp. 68) describes the Relation between Contingency Plans and Spill Responders in Alaska. Each Contingency Plan organizes an emergency response and designates and Incident Commander for its respective organization.

401 FACILITY AND VESSEL OIL DISCHARGE PREVENTION AND CONTINGENCY PLANS

Alaska Statute AS 46.04.030 requires **oil discharge prevention and contingency plans** for: exploration, production, and pipeline facilities; storage facilities having a crude oil storage capacity of more than 5,000 barrels or a non-crude oil storage capacity of 10,000 bbls; and tank vessels and oil barges that transport oil as cargo. These facility and vessel contingency plans provide the first line of defense for preventing and responding to spills.

Facilities and companies in a region may form response cooperatives to pool resources and increase collective response capabilities or to satisfy individual plan requirements.

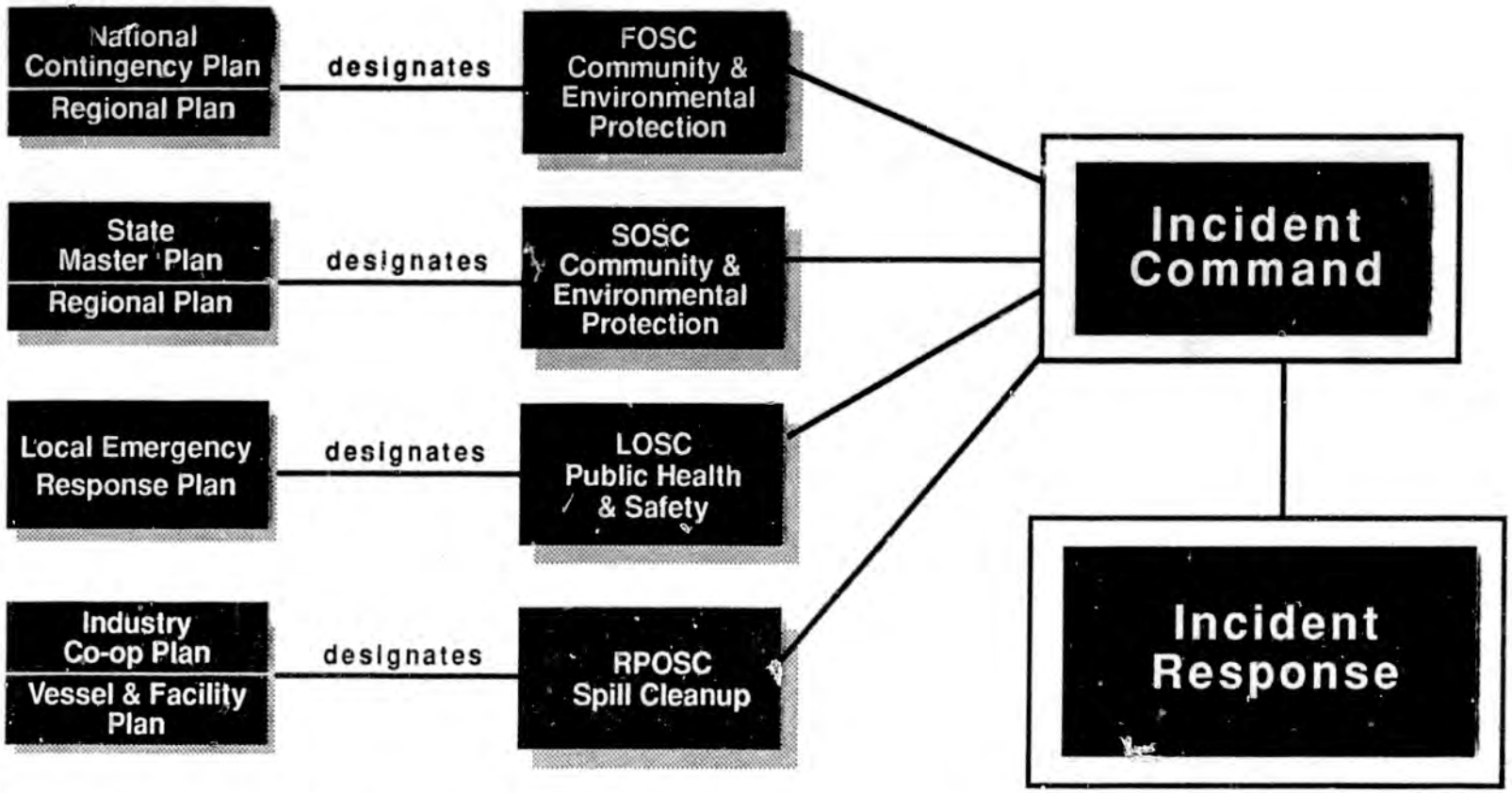
Facility and vessel plans must be approved by ADEC and must detail how the facility will:

1) prevent a spill.

2) organize and use their resources to contain and clean up any oil spills for which they are responsible within a specific time period as stipulated by law.

The facility and vessel contingency plans must be consistent with the State Master Plan. Contingency plan requirements direct each operation to identify personnel who will serve as command staff for a spill incident. For the purposes of the State Master Plan, the responsible party's designated commander will serve as the

Figure 10 : Relation between Contingency Plans and Spill Responders in Alaska.



FOSC: Federal On-Scene Coordinator (US Coast Guard/EPA).

SOSC: State On-Scene Coordinator (ADEC).

LOSC: Local On-Scene Coordinator (Community Emergency Coordinator).

RPOSC: Responsible Party On-Scene Coordinator (Spiller Designee).

Responsible Party On-Scene Coordinator (RPOSC). For each incident, the RPOSC will direct the response activities of the spiller's response organization. AS 46.04.040 requires proof of financial responsibility from:

1) crude and non-crude oil terminal facilities;
2) off-shore exploration or production facilities; and,
3) pipelines, tank vessels and oil barges.

ADEC's Commissioner is required to schedule unannounced oil spill drills to test the sufficiency of an oil discharge contingency plan as part of the State Master Plan.

Authority:

Oil Discharge Contingency Plans	AS 46.04.030
State Master Plan	AS 46.04.200
Oil Discharge Contingency Plans	18 AAC 75.325-345
385 Discharge Exercises	18 AAC 75.385

402 LOCAL EMERGENCY RESPONSE PLANS

Local government is responsible for immediate protection of human life and public safety following spills. Local Emergency Planning Districts (LEPDs) are to be established by the State Emergency Response Commission (SERC) to cover the entire state. Local Emergency Planning Committees (LEPCs) may be formed by local communities within LEPDs to plan for local response capabilities to protect the public health and welfare in case of an oil or hazardous substance release.

Formal Local Emergency Response Plans (LERPs) are approved by the State Emergency Response Commission (SERC). Local oil and hazardous substance emergency planning is relatively new to Alaska, and most of the few Local Emergency Planning Committees (LEPCs) in existence are only in the initial phases of planning.

After a spill occurs, local responders may arrive first on scene and provide such emergency services as fire protection, evacuation and address other immediate public health and safety concerns. The Community Emergency Coordinator (CEC) designated under the Local Emergency Response Plan will serve as the Local On-Scene Coordinator (LOSC) and may assume the role of Incident Commander until the immediate threat to human life is abated. Where no approved LERP exists, the LOSC will be the ranking local government official trained in emergency response procedures, such as a fire or police chief.

Where no incorporated local government exists, or where village councils or other community organizations exist, communities are strongly urged to predesignate a LOSC and train that individual in "First Responder Awareness" and the Incident Command System (see Training Guidelines, Annex VI for more information).

Where there is no local government or other organized community response organization, an Alaska State Trooper may serve as the Incident Commander until threats to public safety are abated and ADEC's State On-Scene Coordinator can assume command.

The Federal "Emergency Planning and Community Right-to-Know" Act of 1986 sets forth guidelines for local response. In addition to federal requirements for Local Emergency Response Plans (LERPs) state la, specifies that LERPs use the State Master Plan's incident command system (ICS) to facilitate coordination between entities when local government responds to protect public safety. The ICS allows a local emergency service official to assume the role of Incident Commander.

Table 2 (pp. 71), Local Emergency Planning District, shows the approval status of Local Emergency Planning Districts Statewide and describes the areas each planning district serves or is proposed to serve. Local Planning Districts must be approved by the State Emergency Response Commission (SERC).

Authority:

Duties of Local Emergency Planning Committees	AS 46.13.080(3)
Emergency Plans	AS 46.13.090
Emergency Planning and Community Right to Know	42 U.S.C.A. 11001 to 11050

403 STATE REGIONAL OIL AND HAZARDOUS SUBSTANCE DISCHARGE AND PREVENTION CONTINGENCY PLANS

State Regional plans serve as annexes to the State Oil and Hazardous Substance Discharge Prevention and Contingency Plan (State Master Plan). The Regional Plans are not stand alone documents, but fall under the umbrella of the State Master Plan. Regional Plans will contain detailed, localized information regarding facility locations, assessments of the hazards posed by facilities which produce or store oil or hazardous substances, transportation corridors, environmentally sensitive areas, emergency spill response equipment and personnel availability and emergency contact telephone numbers. Regional Plans will also contain information about local emergency response capability, including the status of Local Emergency Response Plans. Appendix B contains the Master Outline for state regional plans.

Table 2. Status of Local Emergency Planning Districts (LEPDs)

APPROVED LEPDs

LEPD	Principal City	C-Planning Region	ADEC Region
Fairbanks North Star Borough	Fairbanks	Interior	NRO
Kodiak Island Borough	Kodiak	Kodiak Island	SCRO
City and Borough of Sitka	Sitka	Southeast	SERO
Kenai Peninsula Borough	Soldotna	Cook Inlet	SCRO
City of Yakutat	Yakutat	Southeast/Prince William Sound	SERO/SCRO

APPLICATION PENDING

LEPD	Principal City	C-Planning Region	ADEC Region
Matanuska-Susitna Borough	Palmer	Cook Inlet	SCRO
Ketchikan Gateway Borough	Ketchikan	Southeast	SERO
Municipality of Anchorage	Anchorage	Cook Inlet	SCRO

PROPOSED LEPDs

LEPD	Principal City	C-Planning Region	ADEC Region
Bristol Bay	Naknek/Dillingham	Bristol Bay	SCRO
Lake and Peninsula Borough	King Salmon	Bristol Bay	SCRO
Aleutians East Borough	Sand Point	Aleutian	SCRO
Aleutian Islands	Unalaska	Aleutian	SCRO
Interior Alaska	Fairbanks	Interior	NRO
North Slope Borough	Barrow	North Slope	NRO
Northwest Arctic Borough	Kotzebue	Northwest Arctic	NRO
Northwestern	Nome	Northwest Arctic	NRO
Yukon Delta	Bethel	Western	SCRO
City of Valdez	Valdez	Prince William Sound	SCRO
Haines Borough	Haines	Southeast	SERO
City and Borough of Juneau	Juneau	Southeast	SERO
Southwestern Interior	McGrath	Western	SCRO
Southeastern Interior	Glennallen	Prince William Sound	SCRO
Southeast	Juneau?	Southeast	SERO

Rev. January 25, 1990

Authority:

Regional Plans	AS 46.04.210 46.04.200(b) 46.04.200(c)

404 STATE OIL AND HAZARDOUS SUBSTANCE DISCHARGE AND PREVENTION CONTINGENCY PLANS (State Master Plan)

State government has broad statutory authority to oversee spill response in order to protect the human and physical environment. Furthermore, the state is required to maintain an independent response capability for those incidents where the responsible party is unknown, requests assistance, or fails to respond adequately. The Legal Authorities Annex to this plan (VIII) contains the criteria by which the state determines the adequacy of response.

The State Master Plan is a strategic document which describes the state's spill response organization, the roles and responsibilities of state agencies, and how these relate to other (industry, local, and federal) response efforts. State Regional Plans are being developed which will contain region-specific tactical information for spill response.

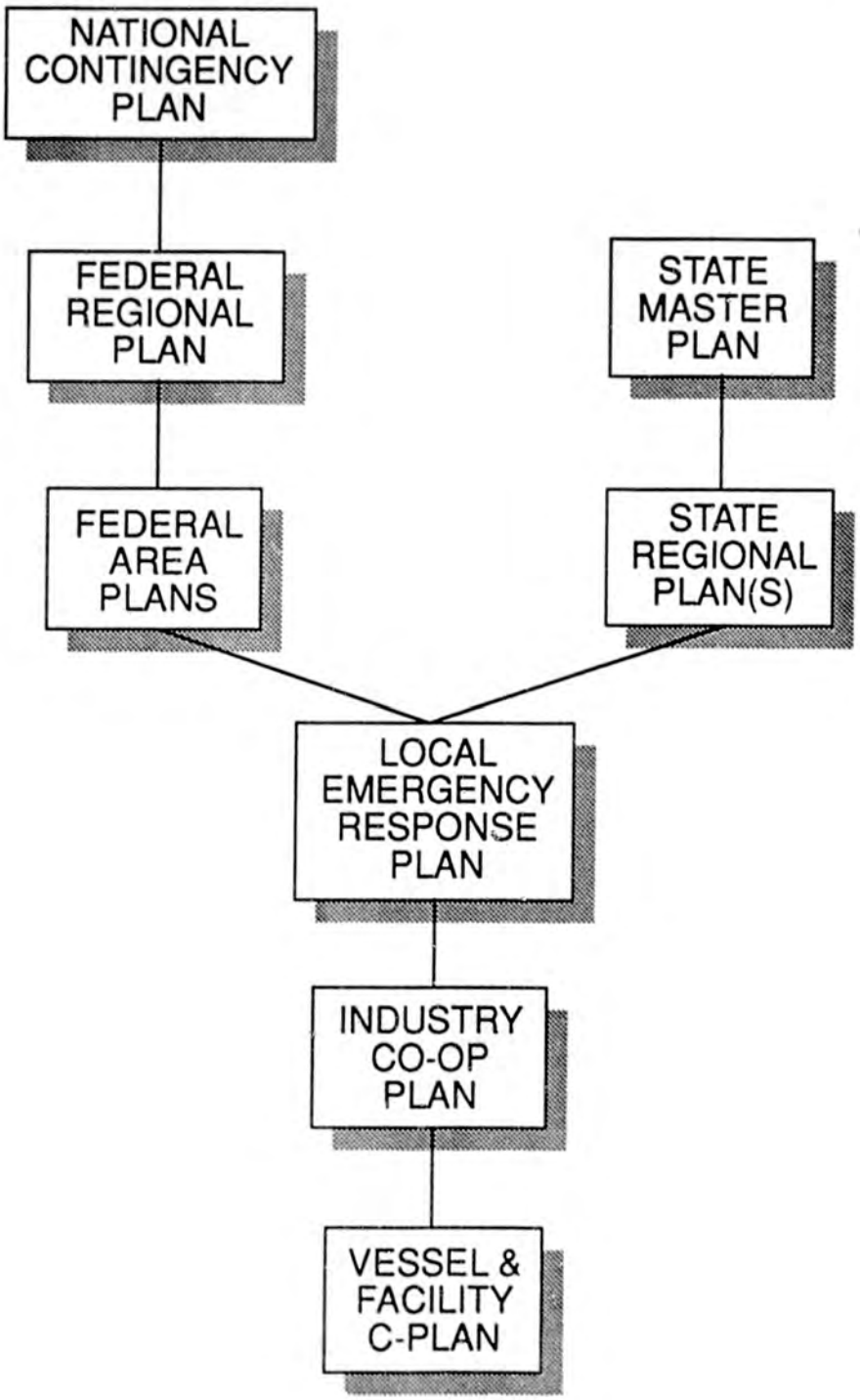
Figure 11 (pp. 73) depicts the relationship of the State Master Plan to federal, local, and industry plans.

State law predesignates ADEC as the State On-Scene Coordinator (SOSC) for all spill responses. The State Master Plan uses an incident command system (ICS) for spill response and also clarifies the roles of all parties involved to ensure a coordinated approach to spill containment, cleanup, assessment and restoration of damaged areas. The State Master Plan describes the response role of the SOSC when the spiller is unknown or the spiller fails to adequately cleanup the discharge.

State statute designates ADEC as the lead agency for state spill responses. ADEC has authority to assume control of containment and cleanup on behalf of the state when the SOSC determines that the spiller is unknown or is not performing adequately.

State response roles fall into three general categories. The associated response structures are described and depicted in Section 300 of this document.

FIGURE 11: OIL & HAZARDOUS SUBSTANCE CONTINGENCY PLAN RELATIONSHIPS



A. OVERSIGHT: <u>The state assumes an oversight role for every spill.</u> State response activities will be limited to oversight when the SOSC determines that the spiller or responsible party is responding adequately to a spill and the spiller neither requests nor needs supplemental assistance.

In the oversight mode, ADEC and other state agencies ensure that the spiller properly manages the initial response (containment), cleanup, disposal of contaminated debris and that environmental restoration is acceptable to the state, local jurisdictions and the public. In its oversight capacity, ADEC may issue emergency orders directing the responsible party to take specific actions. In addition, ADEC is responsible for documentation, enforcement, and recovery of damages, including spill-related costs.

The number of state agencies involved in oversight depends on the size and complexity of the spill. Overseeing the containment and cleanup of a large spill, for example, could trigger the mobilization of all state agencies described later in this section.

B. SUPPLEMENTAL ASSISTANCE: In addition to performing its oversight duties, the State may augment the efforts of the responsible party and/or the federal government. Supplemental assistance may take the form of technical advice and/or adding state cleanup resources to combat a spill. The timely containment and cleanup of large spills may require that the responsible party tap all available resources and expertise, including the state's. The SOSC will command the mobilization and deployment of all state resources.

C. CLEANUP: In the cleanup mode, the state either participates in the actual cleanup effort or assumes overall command. If the SOSC determines that the cleanup activities by the responsible party are inadequate or that a responsible party cannot be located, the State may assume command of the cleanup function. ADEC will either deploy its own cleanup resources or contract out much of the actual cleanup and focus its efforts on oversight and technical assistance.

Appendix A, Prevention, identifies actions necessary to reduce the likelihood of a major or catastrophic spill. State law also requires ADEC to schedule unannounced spill drills to test the effectiveness of the State Master Plan. Updated annually, the State Master Plan is submitted to the State Emergency Response Commission for approval.

The State Master Plan does not replace or substitute for industry spill prevention and contingency plans or response capabilities required under Alaska Statutes (see Figure 11).

Authority:

State Master Plan AS 46.04.200

For additional information about these plans contact ADEC Spill Prevention, Planning and Management Section **(907) 465-2630.**

405 STATE EMERGENCY PLAN

State law requires the Alaska Department of Military and Veterans Affairs, Division of Emergency Services (ADMVA/DES) to prepare and maintain a statewide emergency plan. The purpose of the plan is to prevent and minimize injury and damage caused by natural and man-made disasters. **Figure 12** (pp. 76) shows the relationship of the State Master Plan to the State Emergency Plan and its other annexes.

In the case of a spill caused by a natural disaster such as an earthquake or forest fire, the State Master Plan and appropriate Regional Plan(s) would be activated as an annex to the State Emergency Plan. ADMVA/DES would serve as the Incident Commander for overall disaster response and ADEC's SOSC would take the lead in responding to the resulting spill(s).

Authority:

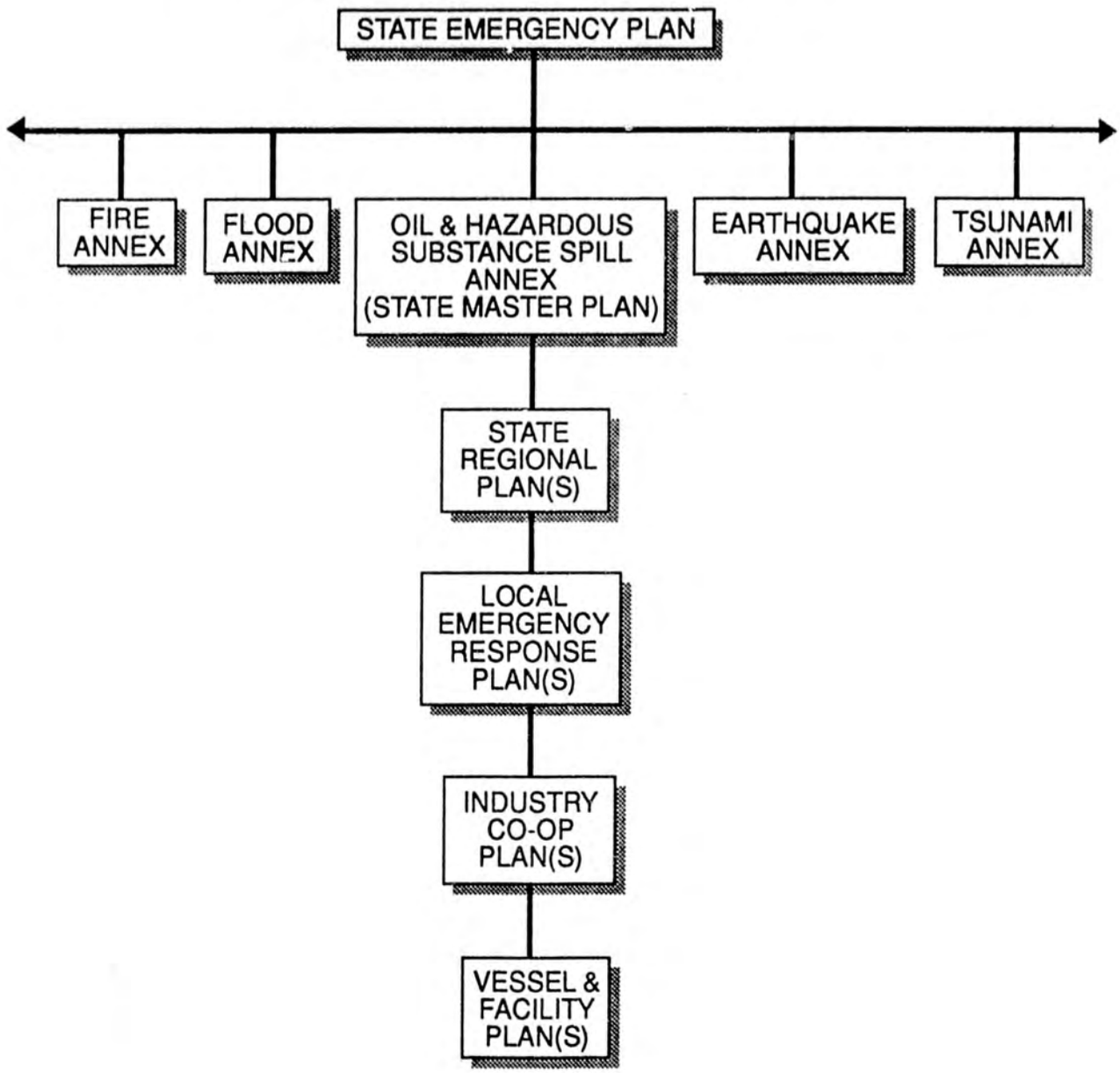
Duties of the Alaska Department of Military & Veterans Affairs, Division of Emergency Services AS 26.23.040

For additional information contact the Alaska Department of and Military and Veterans Affairs, Division of Emergency Services **1-800-478-2337.**

406 FEDERAL REGIONAL CONTINGENCY PLAN FOR ALASKA

The Federal Regional Contingency Plan for Alaska stems from the National Contingency Plan (NCP) which requires plans to be developed nationwide to protect health and welfare and the environment. Federal law requires the federal regional plan to coordinate with other federal, state, regional, and local plans to the greatest extent possible.

FIGURE# 12 :
STATE EMERGENCY PLAN RELATIONSHIPS



The Federal Regional Plan for Alaska describes the Regional Response Team (RRT) and outlines spill response procedures for Alaska. ADEC serves as the state representative to the RRT with assistance from the Alaska Department of Military and Veterans Affairs, Division of Emergency Services (ADMVA/DES).

The Regional Response Team (RRT) provides the mechanism for planning and preparedness activities and for coordination and technical advice during responses under federal jurisdiction. The RRT has both a standing team and an incident-specific team.

407 NATIONAL CONTINGENCY PLAN

The purpose of the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) is to execute the response powers and responsibilities created by the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA) and the authorities established by Section 311 of the Clean Water Act as amended.

The federal government has authority for spill response in the United States. The National Contingency Plan describes federal authority for all spills of oil and hazardous substances occurring within the U.S. and its territorial waters. The National Contingency Plan describes the National Response Team and the roles of the federal agencies. This Plan designates the US Coast Guard as the Federal On-Scene Coordinator (FOSC) for all spills in coastal waters and the Environmental Protection Agency (EPA) as FOSC for spills on land, inland waters, and shoreside facilities.

National planning and coordination is accomplished through the National Response Team (NRT). The NRT is chaired by the EPA; the Coast Guard serves as Vice Chair. The NRT membership consists of federal agencies who may be impacted by, or involved in, spill response activities.

This national plan also describes the circumstances under which the federal government will take over and manage response activities for spills.

Authority:

Section 105 of the Federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA). The Superfund Amendments and Reauthorization Act of 1986 (SARA) amended and added new authorities to CERCLA provisions. The Oil Pollution Control Act of 1990 (OPA) updates potions of SARA.

For additional information contact the Environmental Protection Agency, Alaska Operations Office **(907) 271-5083** or the U.S. Coast Guard in Juneau, Alaska at **(907) 586-7394.**

408 STATES/BRITISH COLUMBIA TASK FORCE ON OIL SPILLS

The States/British Columbia Oil Spill Task Force was established in March 1989 to provide cooperative and coordinated spill response and prevention efforts. The Task Force includes British Columbia and the states of Washington, Oregon, Alaska and California. Four subcommittees are at work on various studies of oil spill prevention alternatives, financial recovery, technology sharing and emergency response.

For additional information on the activities of the Task Force contact ADEC, Spill Planning, Prevention and Management **(907) 465-2630.**

410 SPECIFIC ROLES AND RESPONSIBILITIES

This section describes, in general, the roles and responsibilities of the:

- Responsible party or spiller
- Local government
- Landowners and other affected parties
- Federal and State agencies

Because local resources vary and each spill is unique, there will always be exceptions to the following general descriptions. Agency participation depends on incident type, size, and threat to human health and the environment.

411 THE RESPONSIBLE PARTY

Prevention and response activities begin long before any spill. State and federal laws require that industries which produce, store or transport oil develop contingency plans which specify measures to prevent and respond to oil spills.

Whether or not there is an approved contingency plan, the spiller is responsible for containment and cleanup, contaminated debris disposal, environmental restoration, and associated costs and damages. If the spiller is unknown, fails to respond, or the response is judged to be inadequate by the SOSC or the FOSC, then the state or federal agency having jurisdiction has the authority to take over the response and recover expenses from the spiller.

AS 46.03.755 and AS 46.04.020 and Section 311 of the Federal Clean Water Act require the responsible party (spiller) to report spills to ADEC and the National Response Center. In addition, federal law (Superfund Amendments and Reauthorization Act of 1986 Title III) requires certain facilities producing or storing hazardous materials to file reports with local governments.

411.1 INDUSTRY COOPERATIVES

Several industry response cooperatives exist to provide oil spill response capability for certain facilities located together in a specific region of the state.

Alaska Clean Seas serves Alaska's North Slope Region. Contact: (907) 345-1142 **Fax: 345-2435.**

Cook Inlet Spill Prevention and Response Inc. (CISPRI) serves the Cook Inlet Region. Contact: **(907) 283-5129 Fax: 283-2067.**

412 LOCAL GOVERNMENT ROLES

Local governments may respond to a spill emergency to protect life and property, in some cases, assuming the role of Incident Commander until the immediate threat to public safety is abated. For example, local government may respond to a fire that results from a spill. After extinguishing the fire and mitigating any threat to public safety, local government will relinquish command to the responsible party who would then clean up all oil and hazardous materials. If requested by the responsible party, the local emergency responder may provide supplemental assistance. The SOSC will serve in an oversight role and provide technical assistance to ensure an adequate cleanup.

Local government response in no way alleviates the responsibility of the spiller for cleanup.

Initial actions by local government may include the following:

- Notifications
- Initial hazard determination
- Communications
- Life saving/rescue
- Emergency medical care
- Fire fighting
- Security (traffic, crowd control, site perimeter)
- On-Scene liaison with other parties
- Providing public information
- Evacuation
- Shelter

Local government and citizens play a key role in spill prevention and, in some cases, initial attack. In addition, by providing a LOSC and participating in the MAC group, local government will be closely involved in all areas of the response as it pertains to their community.

Local governments have a duty to be prepared for disasters. The State Emergency Response Commission (SERC) is charged with establishing Local Emergency Planning Districts (LEPDs) and Local Emergency Planning Committees (LEPCs) to facilitate planning efforts. LEPC's have the responsibility to create Local Emergency Response Plans (LERP's).

State law requires LERPs to contain procedures for responding to oil and hazardous substances discharges. AS 46.13.040 and Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA) set forth general requirements for LERPs.

LERPs must be submitted to the SERC for approval. The SERC works with communities to prepare local plans. To facilitate coordination, local plans must use an incident command system (ICS) substantially equivalent to the ICS used in this State Master Plan. Initial actions of local responders will be consistent with those described in this plan for all first responders.

See Table 2 (pp. 71) for a description of the status of LEPD's statewide. Additional information regarding plan development, review and approval can be obtained from the Department of Environmental Conservation.

413 LANDOWNERS AND OTHER PRIVATE PARTIES

ADEC will work with private parties and corporations and state and federal agencies whose land and other property may be affected by an oil or hazardous substance discharge to:

- identify the responsible party (if known) and explain incident response roles;
- identify any potential hazards which might exist;
- provide technical assistance, if requested, on issues of cleanup, waste disposal, and other related activities; and,
- identify any permits required for cleanup activities.

Landowners can be liable for cleanup if their lessors have a spill. If the responsible party is unknown or has been determined to be non-responsive by the FOSC or the SOSC, then the appropriate On-Scene Coordinator will assume control of the cleanup.

For major or catastrophic spills, ADEC will work with landowners, affected businesses, and private parties through the Community Liaison Officer of the Incident Command.

414 STATE GOVERNMENT ROLES AND RESPONSIBILITIES

The State On-Scene Coordinator (SOSC) is responsible for determining if the responsible party (spiller) is making an adequate response to clean up the spill. State law predesignates the ADEC as the SOSC. The SOSC is the Incident Commander for spills where the state assumes the lead in emergency response actions.

The Department of Military and Veterans Affairs, Division of Emergency Services (ADMVA/DES) directs logistical support for catastrophic responses, and at the request of the SOSC for smaller spills.

The legislature directed the Master Plan to clarify state agency roles by response phase, specifically: emergency response, containment, cleanup, and assessment. Specific agency responsibilities are presented accordingly.

414.1 STATE EMERGENCY RESPONSE COMMISSION (SERC)

The Alaska State Emergency Response Commission (SERC) was originally established by the federal government under the Emergency Planning and Community Planning portion (Title III) of the Superfund Amendments and Reauthorization Act (SARA) in 1986. That law gives citizens the right to know what hazardous substances are being used, stored, or manufactured in their communities and encourages them to prepare emergency plans for responding to releases. House Bill 566 passed by the Alaska legislature during the 1990 session established SERC in state statute and provided funding for implementation. The state legislation requires the SERC to implement SARA Title III in Alaska, broadens the definition of hazardous substance to include oil, and ensures that local, regional, and statewide plans are well-integrated and coordinated with each other and with federal and facility and vessel plans by granting the SERC approval authority over Local Emergency Response Plans, and the State and Regional Oil and Hazardous Substance Discharge Prevention and Contingency Plan.

414.2 CITIZENS' OVERSIGHT COUNCIL ON OIL AND OTHER HAZARDOUS SUBSTANCES:

The Citizens Oversight Council was created by the Legislature in 1990 to make oversee government and industry activities related to oil and hazardous substances. The Council can subpoena witnesses and investigates citizen complaints. It holds hearings several times each year and reports to the legislature.

415 INDIVIDUAL STATE AGENCIES

415.1 OFFICE OF THE GOVERNOR

Office of the Governor: 465-3500

The Office of the Governor is responsible for declaring an emergency when requested by local or state officials, coordinating agency efforts, and resolving disputes between agencies.

- Provides extra agency funding for emergencies.
- Deals with press inquiries.
- Controls video documentation and feeds to press.
- Receives inquiries from vendors and conducts technical evaluation of vendor products.
- Provides a liaison with local governments in major spills.
- Controls access to the Emergency Relief Fund.

415.2 DEPARTMENT OF ENVIRONMENTAL CONSERVATION (ADEC)

Commissioner's Office: 465-2600.

Responsible for the prevention and abatement of water, land and air pollution, ADEC leads the state's oil and hazardous substance spill response. ADEC:

- Is the predesignated SOSC and, for state-managed cleanups, serves as Incident Commander.
- Coordinates all state activities and represents the State's position on all spills.

- Monitors adequacy of response.
- Defines containment and cleanup parameters.
- Assumes command if responsible party's effort is inadequate.
- Receives initial notification of the spill.
- Activates state's spill response system as necessary, including notification of other state agencies.
- Provides local emergency responders with technical assistance and advises on necessary protective actions.
- Coordinates all actions with federal Regional Response Team and the incident command system.
- Advises and assists local emergency responders.
- Attempts to locate the source and the cause of the spill.
- Identifies the responsible party.
- Determines the nature, amount and location of the spill.
- Activates the Response Fund and contracts for cleanup as needed.
- Evaluates the environmental and public health implications of the spill and identifies priority areas for protection and cleanup in consultation with other state agencies.
- Identifies preferred methods of containment, abatement and cleanup.
- Provides liaison with federal agencies, local governments, adjacent countries, other states, the private sector and the public as needed.
- Coordinates public information.
- Collects and analyzes water, soil, vegetation or tissue samples for response, cleanup and damage assessment.
- Works with industry to ensure that cleanup/restoration is done to specified standards.

- Identifies potential interim debris storage sites.
- Identifies potential disposal sites and/or methods and ensures that contaminated materials are disposed of appropriately.
- Pursues enforcement actions.
- Assesses environmental damages.
- Provides logistical support to state and local agencies.
- Documents all aspects of the incident and subsequent response for cost-recovery, enforcement, response enhancement, and prevention.
- Coordinates state permitting.
- Tracks and predicts spill movements.
- Maintains liaison with fishermen's organizations and citizens' advisory groups for local knowledge on weather, currents, travel, logistics and communications.
- Issues and enforces permits for waste disposal, open burning, wastewater discharge and incineration.
- Issues permits for and monitors scientific studies for "set asides" and experimental discharges of oil.
- Denies or approves applications to the Regional Response Team for use of dispersants, bioremediation agents or other chemicals.
- Supports, advises, and monitors local response efforts.
- Administers term contracts for cleanup contractors on unknown origin or inadequate response spills.
- Analyzes samples to determine the responsible party of unknown or disputed origin spills.
- Serves as the final state authority for cleanup standards.
- Conducts spill drills.

Authorities: AS 46.03.740-865, AS 46.04.010-.210, AS 46.08.005-.080, AS 46.09.010-.070

Independent Spill Response Capability

The legislature charged ADEC with developing a response capability independent of whatever other (industry, local, federal) response capabilities exist in Alaska. ADEC currently has a response team in each of its three regions (Southeast, Southcentral and Northern). These teams consist of between five and ten ICS and spill response-trained individuals. Predominantly command and decision-making groups, the teams' primary role is to initiate state spill responses. However, the response teams also can deploy containment and cleanup gear. Some members of each team are trained for level A hazardous substance discharges (Level A requires protective clothing.)

ADEC Spill Response Office

ADEC has established an office in Anchorage to respond to catastrophic oil discharges and discharges that are declared emergencies or pose significant threats. All other spills are handled by local (District) ADEC personnel, local and federal officials, and the responsible party. The Spill Response Office will also coordinate spill drills, maintain the state's spill reporting system, prepare ADEC response operation manuals, maintain term contracts, and maintain an active statewide inventory of all response equipment and information on its availability, condition and use.

ADEC's Regional Supervisors are the predesignated SOSCs for all spills.

415.21 EMERGENCY RESPONSE EQUIPMENT DEPOTS

Emergency spill response depots will be maintained by the Department of Military & Veterans Affairs, Division of Emergency Services (ADMVA/DES) under AS 46.08.120 in high risk areas as determined by the ADEC. Initially, depots are planned for Southeast (location to be chosen), Anchorage, and Fairbanks. The depots will be equipped and staffed in a manner that ensures prompt response when spill containment and cleanup actions are necessary. The SOSC will have access to the depots. ADMVA/DES is currently drafting depot plans. Equipment stockpiling began in February 1991 and should be complete by June 1992. For information, contact ADEC's Spill Response Office at **563-6529**.

415.22 VOLUNTEER RESPONSE CORPS

ADMVA/DES is establishing an oil and hazardous substance response volunteer corps under AS 46.08.110. Volunteers agree to be trained by ADMVA/DES in containment and cleanup techniques and to be available on short notice to assist responses. By June 1992, approximately 50% of the 2,000 volunteers should be trained. The SOSC will activate the response corps as needed. For information, contact the ADMVA/DES at **376-2337.**

415.3 DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, DIVISION OF EMERGENCY SERVICES (ADMVA/DES)

Division of Emergency Services: 376-2337.

ADMVA/DES prepares the State Emergency Plan and coordinates the state's disaster operations organization. When a spill results from a natural disaster, ADEC will manage the spill response, but the spill response will be part of a larger overall disaster response managed by ADMVA/DES:

- Operates the state's Emergency Operations Center (EOC).
- Coordinates and provides logistics support during disaster emergencies including communications, air, ground and water support, transportation, equipment and supplies, facilities, fuel and food and assists with these functions for smaller spills at the request of the SOSC.
- Establishes, maintains and staffs emergency equipment depots.
- Establishes and trains the Volunteer Response Corps.
- Maintains Alaska Emergency Plan.
- Participates and oversees the development of local and interjurisdictional disaster plans.
- Maintains a roster of trained persons skilled in disaster prevention, preparedness, response and recovery.
- Maintains a list of construction equipment and temporary housing for use in a disaster.
- Provides direct support to local communities in declared emergencies, including spills.

Authorities: AS 26.23.040, 26.23.46.08, 46.08.200

415.4 DEPARTMENT OF NATURAL RESOURCES (ADNR)

Commissioner's Office: 465-2400.

ADNR manages and controls state owned lands and water including uplands, tide lands and submerged lands to the three-mile territorial limit and resources therein. ADNR is also responsible for the preservation and protection of historic sites and the management of state parks and recreation areas. ADNR:

- Identifies sensitive resource protection priorities such as important public use and recreation areas, lease sites, anchorages, cultural sites, etc.
- Identifies land ownership and status and relevant land use plan policies.
- Advises on resource protection priorities, protection measures, cleanup actions, disposal sites and restoration standards on affected state lands and resources.
- Issues and monitors permits for use of state lands, tidelands and waters, state parks for open burning from April through September, and for archaeological activities.
- Provides cultural resource awareness training to spill responders.
- Provides mapping and data management services.
- Evaluates and documents impacts on state lands and resources.
- Provides logistic, equipment and personnel support including field monitors as necessary to support the response, damage assessment and restoration operation and ensure the protection of state resources.
- State Historic Preservation Officer (SHPO) advises and coordinates identification of cultural resources, planning of cleanup and restoration activities which will effect cultural resources, and assessment of effects of spills and cleanup on cultural resources. The SHPO consults with federal agencies regarding federal cultural resource management responsibilities for spill related activities.

- Co-manages (with ADFG) state refuges, sanctuaries, and critical habitat areas.

- Manages common carrier pipelines through the State Pipeline Coordinator's office.

- Issues and manages oil, gas, geothermal, coal leases and mining claims.

- Issues and enforces permits for cleanup, monitoring and other activities on state lands, especially including intertidal and submerged lands.

- Issues permits for boom and boom anchors, mooring buoys, and scientific and experimental studies associated with oil spill response on state lands and tidelands.

- Investigates acts of vandalism on historic or archaeological sites.

  Authorities: AS 38.04.005, 38.04.060-065, 38.05.035, 38.05.850, 38.05.180, 38.35.,41.15.010-70, 41.21.020, 41.35.010-240
  National Historic Preservation Act (16 USC 470)

415.5 DEPARTMENT OF FISH AND GAME (ADF&G)

Commissioner's Office: 465-4100.

ADF&G is responsible for the protection, management and enhancement of fish, wildlife and aquatic plant resources of the state. The Department:

- Notifies ADEC and local emergency response personnel if first on-scene.

- Responds to incidents where fish and wildlife resources, habitats or harvest activities may be affected and/or where requested by the Incident Commander or the SOSC.

- Advises SOSC on sensitive species and habitats and subsistence, recreational and commercial harvest activities.

- Advises SOSC on resource protection priorities and measures, cleanup actions, disposal sites and restoration standards.

- Provides state oversight of wildlife rescue and rehabilitation.
- Studies and documents damages to fish and wildlife resources and habitats.
- Regulates and manages activities that could affect designated anadramous waters or block fish passage.
- Issues fish and wildlife collection permits.
- Monitors cleanup of anadramous waterbeds and state game refuges, sanctuaries and critical habitat areas.
- Documents all ADF&G spill response efforts and costs.
- Protects state fish hatcheries from oil spills.
- Issues and enforces Title 16 permits for cleanup or any other spill related activities in salmon streams.
- Evaluates commercial fishing gear for oil contamination.
- Conducts test fisheries for oil contamination potential.

Authorities: AS 16.05.020, AS 16.05.050, AS 16.05.840, AS 16.05.870, AS 16.20

415.6 DEPARTMENT OF PUBLIC SAFETY (ADPS)

Commissioner's Office: 465-4322.

ADPS protects life, property, and fish and wildlife. ADPS:

- Provides central spill notification through **1-800-478-9300.**
- Provides law-enforcement support including traffic and crowd control, evidence collection and storage, criminal investigations, and site security.
- Performs search and rescue operations.
- Coordinates state fire defense resources for urban and structural fires and hazardous materials incidents.

- Conducts investigations associated with criminal aspects of spills, including drug and alcohol testing, sabotage, arson, and so forth.

- Serves search and inspection warrants to assist agencies.

- Protects state equipment.

- Responds to possible increases in crime, domestic violence, alcohol and substance abuse, etc., as a result of transient population increases and spill related stress.

- Monitors and enforces commercial fisheries closures and other fish and game emergency harvest regulations resulting from spills.

- Provides boats to assist with agency response.

Authorities: AS 18.65.080, AS 18.65.090, AS 18.60.120

415.7 DEPARTMENT OF COMMUNITY AND REGIONAL AFFAIRS (ADCRA)

Commissioner's Office: 465-4700.

ADCRA coordinates state activities that affect communities and regions. ADCRA:

- Assists affected communities identify needs and response strategies.

- Acts as a liaison between affected communities and state and federal agencies.

- Advocates on behalf of spill- and spill response-impacted communities.

- Collects community-related data and documents social and economic issues and concerns related to spills and response actions.

- Coordinates actions between communities.

- Monitors the long-term impacts from the incident and provides coordination and assistance associated with long-term impacts to local communities.

- Assesses socioeconomic impact of spills.

- Provides grants to local communities to mitigate impacts from dislocated workers, loss of economic base, and changes in population and work force.

- Provides technical assistance to local governments seeking reimbursement and socioeconomic damage compensation from spillers.

Authorities: AS 44.47.050

415.8 DEPARTMENT OF LABOR (ADOL)

Commissioner's Office: 465-2700.

Administers the Alaska's Occupational Safety and Health Administration OSHA program. ADOL:

- Mobilizes emergency manpower for essential use.

- Provides safety training for responders to meet OSHA requirements.

- Provides oversight of all state response activities to ensure the health and safety of all workers.

- Controls industrial hygiene measurements of vapors and aerosols from dispersant or chemical spray operations.

- Investigates accidents associated with cleanup.

- Determines standards for protective clothing and safety gear.

- Inspects cleanup operations to assure compliance with safety standards.

- Inspects response facilities for compliance with plumbing, electrical and boiler codes.

415.9 DEPARTMENT OF HEALTH AND SOCIAL SERVICES (ADHSS)

Commissioner's Office: 465-3030.

ADHSS directs and coordinates the state's emergency medical and health services. ADHSS:

- Evaluates incident implications for public health and welfare.

- Recommends public health and welfare protection methods.
- Arranges for on-scene emergency medical support and victim transport as necessary.
- Determines availability and condition of health facilities.
- Coordinates public health information.
- Advises on response activities as they relate to public health.
- Collects and analyzes samples to identify human health problems.
- Assesses damages to human health and welfare.
- Responds to disease and sanitation problems caused by overcrowding and stress on facilities and systems.
- Upgrades mental health care facilities in response to possible increases in substance and child abuse.
- Provides disaster psychology services.

415.10 DEPARTMENT OF ADMINISTRATION (ADOA)

Commissioner's Office: 465-2200.

ADOA conducts centralized data processing, accounting and protection of vital records. ADOA:

- Authorizes procurement for state response organization.
- Provides emergency management of State employee manpower pool.
- Provides, maintains and repairs emergency telecommunications, including:

  extra telephone lines and systems
  VHF repeater systems and hand-held radios.

- Develops generic, streamlined emergency contracting and hiring procedures applicable to all responses.

415.11 DEPARTMENT OF LAW (DLaw)

Attorney General's Office: 465-3600.

ADLaw provides legal advice to state agencies and the Governor. ADLaw:

- Provides legal advice to the spill response command, sections, and involved state agencies.
- Conducts investigations and directs civil actions.
- Arranges legal documentation systems.
- Provides technical advice on witness interviewing, evidence gathering, storage and handling.

415.12 DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES (ADOTPF)

Commissioner's Office: 465-3900.

ADOTPF maintains and operates state construction and transportation facilities including airports, railroads, roads, highways, marine highways (ferries), bridges, and ports. ADOTPF:

- Provides transportation and equipment as needed.
- Provides communications between ADOTPF facilities.
- Assesses damages to state facilities.
- Provides engineering services as needed.
- Closes state highways and re-routes traffic.
- Provides airport security, firefighting and safety facilities.
- Provides emergency snow removal.
- Operates airports.
- Provides ferries for transport, housing and general logistical support.
- Assesses damage to road and airport pavement from overweight traffic and loads responding to spills.

415.13 DEPARTMENT OF COMMERCE AND ECONOMIC DEVELOPMENT (ADCED)

Commissioner's Office: 465-2500

ADCED supports industries possibly affected by potentially adverse publicity, especially the tourism and seafood industries as supported by the Division of Tourism and the Alaska Seafood Marketing Institute.

- Issues overweight permits and operates weigh stations for truck logistical support.
- Manages occupational licensing of professionals responding to spills, such as physicians and paramedics

415.14 UNIVERSITY OF ALASKA

The University of Alaska may provide scientific support to assess damages and cleanup and restoration effectiveness. Sea Grant offices and staff provide support and information for local response.

416 FEDERAL GOVERNMENT ROLES AND RESPONSIBILITIES

The Congress has declared that there should be no discharge of oil or hazardous substances into or upon the navigable waters of the United States, adjoining shorelines, or into or upon the waters of the contiguous zone [Section 311(b)(1) of the Federal Water Pollution Control Act].

This policy is carried out through a coordinated effort by federal and state agencies, as outlined in the "Alaska Subregional Oil and Hazardous Substance Contingency Plan". Federal law assigns to the spiller responsibility for cleanup. If the FOSC determines that removal actions are untimely or inadequate, then the federal government can assume command of the cleanup as the Incident Commander while the SOSC coordinates State actions with the FOSC.

Federal Land managers are generally responsible for spills caused by their or their contractors' activities.

Federal agencies can provide technical expertise and on-scene response depending on the situation. The following summarizes the roles and responsibilities of various federal agencies that may be involved in spill response (The National Contingency Plan contains detailed descriptions.):

417 INDIVIDUAL FEDERAL AGENCIES

417.1 U.S. ENVIRONMENTAL PROTECTION AGENCY (USEPA)

Alaska Operations Office: (907) 271-5083.

The National Contingency Plan designates EPA as the lead federal agency for responding to oil and hazardous substance incidents in the inland zone of the United States. EPA:

- Provides predesignated FOSC for the inland zone if federal oversight or response is required.
- Provides a Scientific Support Coordinator (SSC) for responses in inland areas.
- Provides expertise on environmental effects of oil discharges or releases of hazardous substances, pollutants, or contaminants and environmental pollution control techniques.
- Co-chairs the Federal Regional Response Team.

417.2 UNITED STATES COAST GUARD (USCG)

Juneau contact for Alaska: 586-7195.

According to the National Contingency Plan, the USCG is the lead federal agency for responding to oil and hazardous substance spills in U.S. coastal waters. The USCG:

- Provides predesignated FOSC for spills in coastal waters.
- Provides trained personnel to oversee containment, cleanup, and restoration of the environment.
- Maintains continuously manned facilities which can be used for command, control, and surveillance of oil discharges and hazardous substance releases occurring in the coastal zone.
- Co-chairs the Federal Regional Response Team.

The Pacific Strike Team

At the request of the FOSC, this U.S. Coast Guard response unit provides expertise, trained personnel, equipment and logistics support during a major incident.

417.3 NATIONAL RESPONSE CENTER (NRC)

The NRC acts as the single federal point of contact for all pollution incident reporting. The NRC evaluates incoming information and immediately notifies the Federal Emergency Management Agency (FEMA) of a potentially major disaster. The NRC is available to assist all NRT agencies as needed.

417.11 NATIONAL RESPONSE TEAM (NRT)

The NRT is a group of 15 federal agencies which meets on a regular basis in Washington, D.C. to provide nationwide direction, oversight and guidance to spill planning and response activities. During some major and all catastrophic events, this group meets to provide guidance and response resources to the FOSC.

417.12 ALASKA REGIONAL RESPONSE TEAM (RRT)

The RRT consists of representatives from 15 federal agencies and the State of Alaska who meet on a regular basis to review response actions and provide guidance and oversight to regional planning and response activities. Upon the request of the FOSC, this group meets during incidents to provide guidance, assistance and resources.

417.4 FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

FEMA advises and assists the FOSC on coordinating emergency planning and disaster relief efforts with other federal, state and local governments, and the private sector.

- In the event the President declares a major disaster or emergency, FEMA will coordinate all federal disaster or emergency actions with the FOSC.

  Regional Office: (206) 481-8800 (Direct requests to "HazMat Program Staff").
  24 Hour number: (202) 646-2400.

417.5 U.S. DEPARTMENT OF THE INTERIOR (USDOI)

The Department of the Interior (DOI) is responsible for most Federally-owned lands and natural and cultural resources in Alaska. DOI provides technical expertise with respect to fish, wildlife, cultural resources, geology, hydrology, minerals, history and recreation, as well as information on lands and resources specifically under its jurisdiction. Within DOI, individual bureaus and offices have specific responsibilities and capabilities as follows:

(a) **OFFICE OF ENVIRONMENTAL AFFAIRS:** Manages DOI response to oil spills, hazardous substances releases, and natural disasters affecting DOI trustee resources; oversees and provides guidance for DOI bureaus and offices on responsibilities as natural resource trustees; oversees DOI compliance with Federal, state, and local environmental laws, directives and requirements. The DOI Regional Environmental Officer is the DOI representative to the Alaska Regional Response Team.

(b) **FISH AND WILDLIFE SERVICE:** Manages National Wildlife Refuges and National Fish Hatcheries; provides expertise on migratory birds, endangered and threatened species, critical habitats, and certain marine mammals (sea otter, walrus and polar bear); authorizes and monitors migratory bird, sea otter, walrus and polar bear deterrent, capture and treatment programs.

(c) **BUREAU OF LAND MANAGEMENT:** Is responsible for certain Federal lands and minerals; provides the On-Scene Coordinator for Trans-Alaska Pipeline System spills on Federal lands.

(d) **NATIONAL PARK SERVICE:** Manages National Park System Units; administers the National Historic Landmark and the National Natural Landmark programs; provides biological, historical, archaeological and general natural resource expertise.

(e) **BUREAU OF INDIAN AFFAIRS:** Is responsible for response activities affecting Native allotment lands and trust townsite lots; identifies and evaluates selected Native historical places and cemetery sites.

(f) **MINERALS MANAGEMENT SERVICE:** Regulates oil and gas operations on the Outer Continental Shelf (OCS); is responsible for the abatement of the source of pollution from an OCS facility; can suspend any activity within 500 meters of any pollution source for abatement purposes; has primary review and approval authority for oil spill contingency plans submitted under the OCS Lands Act.

(g) **GEOLOGICAL SURVEY:** Provides expertise on natural hazards, geologic, hydrologic and geochemical resources and ground and surface waters.

(h) **BUREAU OF MINES:** Provides expertise in analyzing and identifying inorganic hazardous substances.

417.6 U.S. NAVY (USN)

The USN provides expertise in ship salvage, shipboard damage control and diving. It has an array of specialized equipment and personnel that can be used for collection, containment and removal of oil and hazardous substances. Generally, requests for USN support must be channeled through the USCG.

417.7 U.S. DEPARTMENT OF AGRICULTURE (USDA)

The USDA has jurisdiction over Tongass and Chugach National Forests. It also provides expertise in managing agricultural, forest and wilderness areas.

a. The U.S. Forest Service can provide local knowledge about communications, logistics, contractors and equipment availability. They also have radio communications, field housing and air, land and water transportation capabilities. Contact: (907) 586-8875 or 586-8863, or any local Forest Service office.

b. The Soil Conservation Service provides predictions of the effects of pollutants on soil and their movements over and through soil.

417.8 U.S. ARMY CORPS OF ENGINEERS (USACOE)

Provides specialized equipment and personnel for maintaining navigation channels, removing navigation obstructions and maintaining hydroelectric facilities. Oversees the permitting of moorage sites for response vessels.

Emergency Management Branch: 753-2515

417.9 U.S. DEPARTMENT OF COMMERCE (USDOC)

Through the National Oceanic and Atmospheric Administration (NOAA), the USDOC provides support with respect to living marine resources for which it has management authority, including marine fisheries, marine mammals (excluding walrus, sea otters and polar bears), and certain endangered species. NOAA acts on behalf of the Secretary of Commerce as Federal trustee for living and nonliving natural resources in coastal and marine areas. For resources in coastal waters and anadramous fish streams, NOAA acts as co-trustee with the State of Alaska, Department of the Interior, and other Federal land managing agencies.

Through the National Ocean Service (NOS), NOAA provides the Scientific Support Coordinator (SSC) to the FOSC and scientific assistance. Through the SSC, NOAA can assess hazards that may be involved, predict movement and dispersion of oil and chemicals through trajectory modeling, and provide information on living marine resources and sensitive coastal environments.

Through the NOS, NOAA also provides information on actual and predicted hydrologic and oceanographic conditions for marine, coastal and inland waters. They can provide charts and maps, including tide and circulation information for coastal and territorial waters.

Through the National Weather Service (NWS), NOAA provides information on the current and predicted climatological and meteorological conditions at the spill site, hydrometeorological observations and forecasts, satellite imagery and use of the NWS communications network.

Through the National Marine Fisheries Service (NMFS), NOAA provides fisheries and marine mammal expertise in population assessments and marine pathology to determine mortalities of biota, chemical and toxicological laboratory facilities for determining containment impact at the sublethal levels.

Through NMFS, NOAA also maintains the Alaska Office of Oil Spill Damage Assessment and Restoration (789-6600).

Through the Environmental Data and Information Service (EDIS), NOAA provides access to archived data and information on meteorology, oceanography, satellite imagery, tides, hydrology, biota and habitats (271-4063).

417.10 U.S. DEPARTMENT OF DEFENSE (USDOD)

DOD assumes command if an incident involves defense-related materials. DOD acts as the lead agency for responses within federally designated National Security Areas.

417.11 U.S. DEPARTMENT OF ENERGY (USDOE)

Provides technical assistance to the FOSC and IC during radiation incidents.

Radiologic Assistance (24 Hrs): (202) 586-8100.

417.12 U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES (USHHS)

Responsible for assisting on the assessment of health hazards and protection of both responders' and the public's health. The Agency for Toxic Substances and Disease Registry (ATSDR) which advises health care providers during public health emergencies and coordinates assistance from the Center for Disease Control (CDC), National Institute of Safety and Health (NIOSH) and the Food and Drug Administration (FDA).

Regional Office for Alaska: (206) 442-0502.

417.13 U.S. DEPARTMENT OF LABOR (USDOL)

The Occupational Safety and Health Administration (OSHA), provides the FOSC with advice, guidance, and assistance on:

- Hazards to workers involved in removal or control of oil discharges and hazardous materials releases; and,
- The precautions necessary to reduce worker health and safety risks.

Regional Office for Alaska: (206) 442-5930.
Anchorage OSHA office: 271-5152.

417.14 U.S. DEPARTMENT OF TRANSPORTATION (DOT)

Establishes requirements for packaging, handling and transporting regulated hazardous materials.

Regional Pipeline Safety Office for Alaska: (303) 235-3424.
Regional Office for Radiological Emergency Assistance: (509) 373-3800.

SECTION 500 PLAN REVIEW AND UPDATE PROCEDURES

PAGE

500 Plan Review & Update Procedures 103

501 Responsibility for Update 103
502 Process 103
503 Changes to the Plan 103
504 Schedule 103
505 Drills 104

500 PLAN REVIEW AND UPDATE PROCEDURES AND SCHEDULE

501 RESPONSIBILITY FOR UPDATE

Although the State Master Plan and its regional counterparts are designed to be flexible, refinements will be required periodically as State agencies gain more experience in applying the ICS to spill response. The Spill Prevention, Planning and Management Office of the Department of Environmental Conservation revises the State Master Plan annually. The State Emergency Response Commission (SERC) reviews and approves any changes. Any part of the State Master Plan or its regional counterparts may be changed as conditions warrant.

502 PROCESS

DEC will consult with the SERC to determine what changes are needed. In addition, any other agency, entity, or individual can propose changes. These proposals should be submitted through the SERC. All affected parties will have an opportunity to review and comment on proposed changes. The public comment period will last 30 days.

503 CHANGES TO THE PLAN

Two types of changes are envisioned: amendments and minor technical changes. Minor technical information such as changes in resource availability and telephone tree numbers will be updated quarterly without consulting the SERC or public. Major amendments which modify or replace existing procedures, responsibilities, goals or philosophy will be submitted to the SERC for approval after public, industry, and agency review. DEC will make proposals to the State Emergency Response Commission for amendments to the plan.

504 SCHEDULE

At the third quarter meeting of the SERC, DEC will present proposed amendments for consideration. New information and developments will be discussed. After incorporating SERC comments, DEC will issue a draft of proposed changes for 30-day public review. DEC will incorporate public comments and submit the revised plan to the SERC for approval at the final quarterly meeting. The revised plan will become effective on the 10th day of the annual legislative session.

505 DRILLS

The purpose of response drills is to familiarize staff with basic spill response procedures and evaluate their effectiveness. Spill drills are required for facility, vessel, regional and State contingency plans. DEC may conduct unannounced spill drills in order to improve readiness among emergency response personnel.

The benefits of frequent drilling have to be weighed against the costs. Even a simple in-house (all DEC) telephone drill may encumber hundreds of dollars worth of telephone costs. A full-scale, all inclusive table-top drill may cost several hundred thousand dollars in travel, per-diem, and communications expenses alone. To reduce costs drills should be scheduled when personnel gather for other reasons, such as the quarterly SERC meetings.

The State Master Plan can be drilled in cooperation with other federal and industy drills to maximize the state's resources, and to test the relationships between the parties.

Types of drills which should be conducted include the following:

Telephone drills:	intra-agency inter-agency (state) local-state-federal-industry
Table-top drills:	intra-agency inter-agency (state) local-state-federal-industry.

DEFINITIONS AND ABBREVIATIONS ANNEX I

DEFINITIONS

barrel: a measure of space occupied by 42 U.S. gallons at 60 degrees Fahrenheit.

Clean Water Act: the Federal Water Pollution Control Act of 1972 (P.L. 92-500), as amended by the Clean Water Act of 1977 (P.L. 95-217), as amended (33 U.S.C. 1251 - 1376).

command post: a site located at a safe distance from the spill site where response decisions are made, equipment and manpower deployed, and communications handled. The state incident command section is located at the command post.

Community Right-To-Know: Federal legislation requiring disclosure of hazardous chemical information to local fire departments, the Local Emergency Planning Commission and the State Emergency Response Commission and to local citizens on request (Superfund Amendments and Reauthorization Act of 1986, SARA Title III).

containment and clean-up: includes all direct and indirect efforts associated with the abatement, restriction of movement or removal of an oil or hazardous substance spill, and the restoration of the environment to its former state, and all incidental administrative costs.

cultural resources: historic, prehistoric and archaeological resources which include deposits, structures, ruins, sites, buildings, graves, artifacts, fossils, or other objects of antiquity which provide information pertaining to the historical or prehistorical culture of people in the state as well as to the natural history of the state.

damage assessment: the process of determining and measuring damages and injury to the human environment and natural resources, including cultural resources. Damages include differences between the conditions and use of natural resources and the human environment that would have occurred without the incident, and the conditions and use that ensued following the incident. Damage assessment includes planning for restoration and determining the costs of restoration.

disaster emergency: the condition declared by proclamation of the Governor or declared by the principal executive officer of local government unit to designate the imminence or occurrence of a disaster in the State for the purpose of aiding the affected individuals and local government.

discharge: spilling, leaking, pumping, pouring, emitting, emptying, or dumping.

catastrophic discharge: an oil discharge in excess of 100,000 barrels, or any other discharge of oil or hazardous substances which the Governor determines represents a grave and substantial threat to the economy or environment of the State.

major discharge: a major oil discharge is a spill of over 10,000 gallons on inland waters and over 100,000 gallons on coastal waters or any other discharge of oil or a hazardous substance that results in a release that requires evacuation or sheltering of nearby residents or businesses or which causes a serious environmental threat.

medium discharge: a medium oil discharge is a spill between 100 and 10,000 gallons on inland waters and 1000 to 100,000 gallons on coastal waters or any other discharge of oil or a hazardous substance which results in a localized release that may threaten the health and safety of people and emergency workers in the immediate area of the spill and/or present an environmental threat.

minor discharge: a minor oil discharge is a spill of less than 100 gallons on inland waters and less than 1000 gallons on coastal waters or any other discharge of oil or a hazardous substance that does not threaten public health, safety or the environment.

dispersant: a chemical agent used to enhance the break up of concentrations of spilled oil into droplets, thereby promoting mixing of oil into the water column and accelerating dilution and degradation rates.

Emergency Operations Center (EOC): the pre-designated site from where State and local governments direct and manage off-scene logistics support to on-scene emergency operations.

hazardous substance: an element or compound which, when it enters into the atmosphere or in or upon the water or surface land of the state, presents an imminent and substantial danger to the public health or welfare, including but not limited to fish, animals, vegetation, or any part of the natural habitat in which they are found **(includes oil).**

human environment: the social and economic systems, public health, and physical infrastructure of the state. Population, employment, income, subsistence use, government services, government revenues, and their cultural contexts are elements of social and economic systems. Public facilities, utilities, roads, airports, ports, buildings, and communication systems are elements of physical infrastructure. Private facilities are included when the facility services a public purpose.

Incident Command System (ICS): the management tool to coordinate the efficient use of facilities, equipment, personnel, procedures, and communications. An incident command system is designed to begin developing from the time an incident occurs until the requirement for management and operations no longer exists.

Local Emergency Planning Committee (LEPC): a group of local representatives appointed by the State Emergency Response Commission to prepare local oil and hazardous materials spill response plans as per the mandates of SARA Title III and in coordination with local jurisdiction boundaries.

Local Emergency Planning District (LEPD): Local emergency planning districts established by the State Emergency Response Commission under SARA Title III.

Local Emergency Response Plan (LERP): plans developed by Local Emergency Planning Committees under the federal Emergency Planning and Community Right-to-Know Act. LERP's must be approved by the State Emergency Reponse Commission.

local government: any borough, city, town, village or other political subdivision of the State, any Indian tribe or authorized tribal organization, and includes any rural community or unincorporated town or village.

natural resources: land, fish, wildlife, biota, air, water, ground water, drinking water supplies, and other such resources belonging to, managed by, held in trust by, appertaining to or otherwise controlled by the state, federal government, private parties or a municipality.

oil: liquid hydrocarbon of any kind and in any form, whether crude, refined, or a petroleum by-product, including but not limited to petroleum, fuel oil, gasoline, lubricating oils, oily sludge, oil refuse, oil mixed with other wastes, crude oils, liquefied natural gas, propane, butane, or other liquid hydrocarbons regardless of specific gravity.

On-Scene Coordinator: the official at the event responsible for coordinating response activities.

FOSC: Federal On-Scene Coordinator: US Coast Guard for coastal waters, USEPA for inland waters and lands.

LOSC: The Local On-Scene Coordinator: the designated Community Emergency Coordinator under the Local Emergency Response Plan. Where no LERP exists, the police or fire chief or other emergency services

official will serve as the LOSC.

RPOSC: The Responsible Party's On-Scene-Coordinator designated as command staff in the facility or vessel contingency plan.

SOSC: State On-Scene Coordinator: Alaska Department of Environmental Conservation designee, usually the Regional District Manager.

prevention and preparedness: actions taken by agencies to reduce oil and hazardous substance discharges through policies, programs and authorities.

responsible party: any person, operator, or facility that has control over an oil or hazardous substance immediately before entry of the oil or hazardous substance into the atmosphere or in or upon the water, surface, or subsurface land of the state.

restoration: after injury, the process of returning an ecosystem to its former condition; includes both replacement and acquisition of equivalent resources and services.

State Emergency Response Commission (SERC): a group of officials appointed by the Governor to implement the provisions of Title III of the Federal Superfund Amendments and Reauthorization Act of 1986 (SARA). The SERC also approves the State Oil and Hazardous Substance Discharge Prevention and Contingency Plan and Local Emergency Response Plans.

subsistence economy: An economy in which the customary and traditional uses of fish, wildlife, and plant resources contribute substantially to the social, cultural, and economic welfare of families in the form of food, clothing, transportation, and handicrafts. Sharing of resources, kinship-based production, small scale technology and the dissemination of information about subsistence across generational lines are additional characteristics.

waters of the state: includes lakes, bays, sounds, ponds, impoundment reservoirs, springs, wells, rivers, streams, creeks, estuaries, marshes, inlets, passages, canals, the Pacific Ocean, Gulf of Alaska, Bering Sea and Arctic Ocean, in the territorial limits of the state and all other bodies of surface or underground water, natural or artificial, public or private, inland or coastal, fresh or salt, which are wholly or partially in or bordering the state or under jurisdiction of the state.

ABBREVIATIONS AND ACRONYMS

ANG	Alaska National Guard (part of the DMVA)
ARRT	Alaska Regional Response Team
COTP	Captain of the Port US Coast Guard
ADAdm	(Alaska) Department of Administration
ADCRA	(Alaska) Department of Community and Regional Affairs
ADEC	(Alaska) Department of Environmental Conservation
ADFG	(Alaska) Department of Fish and Game
ADHSS	(Alaska) Department of Health and Social Services
ADLaw	(Alaska) Department of Law
ADMVA	(Alaska) Department of Military and Veterans Affairs
ADNR	(Alaska) Department of Natural Resources
ADOL	(Alaska) Department of Labor
ADOT/PF	(Alaska) Department of Transportation and Public Facilities
ADPS	(Alaska) Department of Public Safety
DAU	Damage Assessment Unit
DES	(Alaska) Division of Emergency Services (part of DMVA)
EOC	Emergency Operations Center
EPA	US Environmental Protection Agency
FOSC	Federal On-Scene Coordinator
IAP	Incident Action Plan
IC	Incident Commander
ICS	Incident Command System
LEPC	Local Emergency Planning Committee
LEPD	Local Emergency Planning District

LERP	Local Emergency Response Plan
LOSC	Local On-Scene Coordinator
MAC	Multi-Agency Coordinating Group
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRDA	Natural Resource Damage Assessment
NRO	DEC Northern Regional Office
NRT	National Response Team
OSC	On-Scene Coordinator
PIO	Public Information Officer
RCAC	Regional Citizen's Advisory Council
RPOSC	Responsible Party On-Scene Coordinator
RRT	Federal Regional Response Team
SCOC	State Citizen's Oversight Council on Oil and other Hazardous Substances
SCRO	DEC Southcentral Regional Office
SERC	State Emergency Response Commission
SERO	DEC Southeast Regional Office
SHPO	State Historical Preservation Officer
SOSC	State On-Scene Coordinator
SPCO	State Pipeline Coordinator's Office
USACE	(U.S. Army) Corps of Engineers
USCG	United States Coast Guard

DRAFT STATE AGENCY MEMORANDUM ANNEX II

DRAFT MEMORANDUM OF COOPERATION

The Alaska Oil and Hazardous Substance Discharge Prevention and Contingency State Master Plan is intended to coordinate spill responses across the state. Effective spill prevention and response requires the cooperation of all the involved entities and agencies. The signatory of this document, in consideration of the following mutual promises and covenants, agree and understand that:

1. The State Master Plan shall coordinate prevention and response activities among industry and local, state, and federal signatories to protect public health and the environment.

2. The Master Plan shall be updated annually subject to the approval of the State Emergency Response Commission (SERC).

3. The Plan shall be implemented by notification of the Alaska State Troopers dispatcher at **1-800-478-9300.** The dispatcher will then notify the Alaska Department of Environmental Conservation which will mobilize its own personnel and notify other agencies. ADEC will serve as the primary communication link during the response and should be notified of all spills.

4. Signatory agencies will designate, train, and make available spill response persons and/or teams commensurate with the agency's jurisdiction and area of expertise. Training will include the Incident Command System and spill response safety as required by OSHA and E.P.A. regulations (29 CFR 1910.120).

5. The Incident Commander shall be in overall charge of the response. Local, State, and Federal On-Scene Commanders (OSCs) shall be pre-designated and must be fully trained and certified in the Incident Command System and spill response.

6. Effective incident prevention and response depends on training and drills; incident documenting, reporting, critiques, and follow-ups; and on working closely with industry on the development, review, drilling, and revision of their operating and contingency plans.

7. Signatory agencies shall participate in periodic incident drills and exercise.

8. Signatory agencies will update and provide the ADEC their spill response personnel rosters four times a year. This information should be transmitted to ADEC's Spill Response Office.

IN WITNESS TO this agreement, the parties hereto have set their hands on the dates indicated.

Office of the Governor Date

Department of Administration

Department of Commerce and Economic Development

Department of Community and Regional Affairs

Department of Environmental Conservation

Department of Health and Social Services

Department of Fish and Game

Department of Labor

Department of Law

Department of Military and Veterans Affairs

Department of Natural Resources

Department of Public Safety

Department of Transportation and Public Facilities

The undersigned, while not parties to the Memorandum of Understanding, have set their hand in concurrence on the dates indicated.

National Oceanic and Atmospheric Administration

United States Coast Guard

United States Environmental Protection Agency

United States Department of Agriculture - USFS

United States Department of the Interior

ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION
EMERGENCY NOTIFICATION LIST

for

Spills of Oil and Hazardous Substances

(Includes Phone Numbers for other
State and Federal Agency Personnel)

I. Southeast Regional Office

P. O. Box 3-2420
Juneau, AK 99803
Office Phone: 789-3151

Dick Stokes, Regional Supervisor		Home:	780-6204
Contact Persons:	1. Roy Warren	Home:	789-4882
	2. Ron Flinn	Home:	789-0388
	3. Steve Haavig	Home:	789-4069

A. Juneau District Office

P. O. Box 3-2420
Juneau, AK 99803
Office Phone: 789-3151

Contact Person:	1. Al Kegler	Home:	789-4645

B. Ketchikan District Office

415 Main Street, Room 203
Ketchikan, AK 99901
Office Phone: 225-6200

Bill Fagan, District Manager		Home:	225-8657
Contact Persons:	1. Barry Hogarty	Home:	225-1928
	2. Jim Jones	Home:	225-6939

C. Sitka District Office

208 Lake Street, Room 2G
Sitka, AK 99835
Office Phone: 747-8614

James Clare, District Manager
Outside office hours call SERO-Juneau staff or 747-8614 (for recorder)

II. Southcentral Regional Office

3601 "C" Street, Suite 1334
Anchorage, AK 99503
Office Phone: 563-6529
Telex (090) 25-421 ADECAHG

Regional Supervisor

Note: Contact appropriate district office first. If unable to contact district:

1. Joe Sautner	Home:	349-3602
2. Renee Evans	Home:	344-5430

A. Anchorage-Western District Office

3601 "C" Street, Suite 322
Anchorage, AK 99503
Office Phone: 563-6775
Telex (090) 25-421 ADECAHG

Contact Persons:

1. Matt Carr	Home:	561-5040
2. Bruce Erickson	Home:	274-0946
3. Bill Wright	Home:	688-9404
4. Doreen Sullivan-Garcia	Home:	345-7961

B. Mat-Su District Office

P. O. Box 871064
Wasilla, AK 99687
Office Phone: 376-5038

Contact Persons:

1. Paul Pinax	Home:	376-6845
2. Mike Kri[illegible]	Home:	376-8075
3. Bob Fult[illegible]	Home:	274-0738

C. Kenai District Office

P. O. Box 1207
Soldotna, AK 99669
Office Phone: 262-5210

Contact Persons:	1.	Wayne Leitner	Home:	262-5090
	2.	Mike Munger	Home:	283-4985
	3.	Mark Sienkiewicz	Home:	262-8484
	4.	Les Bucholz	Home:	262-7624
	3.	Gary Folley	Home:	262-3528

D. **Prince William Sound District Office**

Drawer 1709
Valdez, AK 99686
Office Phone: 835-4698

Contact Persons:	1.	Steve Provant	Home:	835-5904
	2.	Ron Doyel	Home:	835-2057
	3.	John Kotula	Home:	835-5936

E. **Bethel Field Office**

General Delivery
Bethel, AK 99559
Office Phone: 543-3215

Contact Person: 1. Gary Saupe (In case of emergency outside of office hours, contact the Bethel Police Dept. - 543-3781 {24 hr})

F. **Kodiak Field Office**

P. O. Box 515
Kodiak, AK 99615
Office Phone: 486-6760

Contact Persons:	1.	Arnie Shryock	Home:	486-2339
	2.	Bill Rieth	Home:	486-2504

G. **Unalaska Field Office**

P. O. Box 1071
Dutch Harbor, AK 99692
Office Phone: 581-1822

Contact Persons:	1.	Mark Martinson	Home:	581-1708

III. Northern Regional Office

1001 Noble Street, Suite 350
Fairbanks, AK 99701
Office Phone: 451-2360
Telex (090) 36-608 ADECGBK

Pete McGee, Regional Supervisor — Home: 488-4002

Contact Person: 1. Ed Meggert — Office: 451-2124, Home: 455-6196

A. Interior District Office

Office Phone: 451-2360

Contact Persons:

1. Leslie Simmons	Office:	451-2165
	Home:	457-2518
2. Robin Little	Office:	451-2167
	Home:	356-3327
3. Eleanor Hung	Office:	451-2166
	Home:	452-5169

B. North Slope District Office

Office Phone: 451-2360

Contact Persons

1. Larry Katkin	Office:	451-2127
	Home:	479-3471
2. Mehrdad Nadem	Office:	451-2154
	Home:	455-6649

C. Tok District Office

P. O. Box 419
Tok, AK 99780
Office Phone: 883-4381

Contact Person: 1. Bob Couch — Home: 883-4271

D. Nome District Office

P. O. Box 1815

Nome, AK 99762
Office Phone: 443-2600

Contact Persons:
1. Randy Romenesko Home: 443-2828
(Recorder. In case of extreme emergency contact the State Troopers at 443-2835 or 443-5523)
2. Lana Harris Home: 443-5528

Spill Response Office (for catastrophic spill reporting - 100,000 barrels or more)

Juneau:

P. O. Box O
Juneau, AK 99811-1800
Office: 465-2630

Contact Persons:
1. Lester Leatherberry, Manager Home: 789-5434
2. Russell Kunibe Home: 586-2120

Anchorage:

3601 "C" Street, Suite 298
Anchorage, AK 99503
Office: 563-6529

Contact Persons:
1. Dick McKean Home: 276-1192
2. Mike Wheeler Home: 248-0242
3. Bob Flint Home: 337-3189
4. Leslie Pearson Home: 337-2966
5. Mike Mathews Home: 696-2189

Valdez:

Drawer 1709
Valdez, AK 99686
Office: 835-4698

SRO position is vacant

Soldotna:

P. O. Box 1207

Soldotna, AK 99669
Office: 262-5210

Contact Person: David Kenagy Home: 283-3375

Fairbanks:

1001 Noble Street, Suite 350
Fairbanks, AK 99701
Office: 451-2360
Telex (090) 36-608 ADECGBK

Contact Person: Darren Mulkey Office: 451-2126
Home: 479-7836

ADEC Headquarters Office

P. O. Box O
Juneau, AK 99811-1800
Office Phone: 465-2600
Telex: (099) 46-311 ADECJNU
Fax: 586-1391

1. Lynn Kent, Chief, Spill Prevention, Planning, and Management
   Office Phone: 465-2630 Home: 463-3494

2. Dan Easton, Acting Deputy Director, Div. of Environmental Quality
   Office Phone: 465-2640 Home: 586-6791

3. Keith Kelton, Acting Director, Div. of Environmental Quality
   Office Phone: 465-2640 Home: 789-1377

4. Mead Treadwell, Special Assistant
   Office Phone: 465-2640 Home: 364-3340

5. John Sandor, Commissioner
   Office Phone: 465-2600 Home: 586-2497
   Home Fax: 586-2490

OTHER DEC:

1.	Kayle Schoenborn, Safety Officer	Office:	465-2675
		Home:	789-5451
2.	Tim Bigelow, EQ Safety Officer	Office:	465-2640
		Home:	364-2543
3.	Barbara Holian, PIO	Office:	465-2606
		Home:	789-1946

OTHER STATE AGENCIES

Department of Natural Resources

Division of Parks and Outdoor Recreations

Southeast Region	Office:	465-4563
Bill Garry, Regional Manager	Home:	586-5966
Southcentral Region	Office:	762-2616
Al Meiners, Regional Manager	Home:	276-5187
Northern Region	Office:	451-2695
Mike Lee, Regional Manager	Home:	474-0194

Office of History and Archaeology

Office Phone: 762-2622

Contact Persons:	Judy Bittner	Home:	274-7165
	Robert Shaw	Home:	337-5689

Division of Land and Water Management

SPILLS BY LEASE HOLDERS ON STATE LANDS

Permittees are required to <u>also</u> immediately notify the Department of Natural Resources, Division of Land and Water Management of any unauthorized discharge, leak, or spill involving two (2) barrels or more of hydrocarbons, and all fires, explosions, and discharges of toxic or hazardous substances. Send the Division of Land and Water Management copies of all follow-up incident reports.

24 hr. Spill Report Number.....451-2678

Department of Community and Regional Affairs

Primary:	Paul Day	Office:	563-1073
		Home:	349-5357
Secondary:	Hank Hodge	Office:	563-1073
		Home:	345-7337

Secondary:	**Nelda Warkentin**	**Office:**	**563-1073**
		Home:	**279-0907**

Department of Fish and Game

Division of Habitat

Southeast Region - Juneau

Contact Persons:	Richard Reed	Office:	465-4290
		Home:	789-0212
	Janet Schempf	Office:	465-4290
		Home:	789-2823

Southcentral Region - Anchorage

Contact Persons:	Lance Trasky, Regional Supervisor		
		Office:	267-2335
		Home:	344-4220
	Claudia Slater	Office:	267-2336
		Home:	694-5266

Arctic Yukon Kuskokwim - Fairbanks

Contact Person:	Al Ott	Office:	451-6192
		Home:	479-2411

Department of Health and Social Services
Emergency Medical Services

Contact persons:	1.	Mark S. Johnson	Office:	465-3027
			Home:	463-5807
	2.	Linda Van Houten	Office:	465-3027
			Home:	463-2679
	3.	Matt Anderson	Office:	465-3027
			Home:	789-1594

Epidemiology:

Contact persons:	1.	Dr. John Middaugh	Office:	561-4406
			Home:	333-9349
	2.	Dr. Mike Jones	Office:	561-4406
			Home:	338-4748

Department of Labor

Occupational Safety and Health

Office Phone: 465-4856

Contact Persons:	Richard Arab	Home:	789-1259
in Anchorage:	Dennis Smythe	Office:	264-2597
		Home:	333-4310
	Dennis Kukowski	Home:	337-1010

Department of Military and Veterans Affairs

Division of Emergency Services

Office: 249-1370
376-2337
24 hr: 1-800-478-2337

Kulis Air National Guard Office: 249-1239 (8 a.m.-4:30 p.m.)
24 hr.: 249-1120 (Security Police)

Department of Public Safety

Division of Alaska State Troopers

Statewide, 24 hour 1-800-478-9300
or: 269-5711

Special State Notifications for Hazardous Material Incidents

ADEC, Juneau, Hazardous Waste Program		Office:	465-2671
Contact Persons:	Jeff Mach	Home:	780-4200
	Jeff Ingalls	Home:	780-5177

Federal Agencies

Telephone Notification List

National Response Center, Washington D.C.
24 HOUR NUMBERS

1-800-424-9902
toll no.: (202) 267-2675

Federal On-Scene Coordinators

U.S. Coast Guard

OSC Southeast Alaska, CG MSO Juneau — Office: 463-2450
CDR Ed Page — or: 463-2000 (24 hr)
FAX: 463-2445
TELEX 45-305 (USCG JNU)

OSC Prince William Sound, CG MSO Valdez — Office: 835-4791
CDR Edmond Thompson — (24 hr)

OSC Western Alaska, CG MSO Anchorage — Office: 271-5137
Captain Richard Asaro — or: 271-3520 (24 hr)

U.S. Environmental Protection Agency

Alaska Operations Office, Juneau — Office: 586-7619
Steve Torok — Home: 789-0336

Alaska Operations Office, Anchorage — Office: 271-5083
Al Ewing, Asst. Regional Administrator
Mr. Carl Lautenberger — Home: 338-1252

U.S. EPA — Office: (206) 553-1263
Region X, Seattle — (This is a 24-hour contact
Mr. Jim Everts — number for EPA)

National Oceanic and Atmospheric Administration

NOAA
Alaska Scientific Support Coordinator — Office: 271-3593
John Whitney — Home: 346-1634
222 W. 8th Avenue #56 — Beeper (24 hr): 273-3134
Anchorage, AK 99513-7543 — (Coast Guard notifies)

US Department of the Interior

Office of Environmental Affairs
271-5011, FAX: 271-4102

Paul Gates, Regional Environmental Officer
Home: 337-2438
Pamela Bergmann, Regional Environmental Assistant
Home: 333-0489

Bureau of Land Management (Trans-Alaska Pipeline System spills only)

Branch of Pipeline Monitoring
272-2636, FAX: 272-0690

Ken Hunt, Environmental Protection Specialist
Pager: 268-5613
Mike Menge, Pipeline Corridor Officer

Department of Transportation, Alaska Region

Federal Aviation Administration — Office: 266-8580
John White — 24 hr Pager: 268-9664
Regional Operations Center — Office: 271-5936

Federal Highway Administration — Office: 271-4068
Roy S. Ehrhart II
Pager: 268-5612

HAZARDOUS SUBSTANCE REFERENCE MATERIALS ANNEX IV

OIL AND HAZARDOUS SUBSTANCE REFERENCE MATERIALS

SOURCES OF TECHNICAL INFORMATION

Because of the tremendous number of hazardous substances in use, sources of accurate technical information are of vital importance. The following information details where responders can obtain expert assistance and technical information regarding the properties of oil and hazardous substances, the hazards involved and recommended response actions for dealing with releases of those substances.

FEDERAL HOTLINES

NATIONAL RESPONSE CENTER HOTLINE

TELEPHONE NUMBERS: 1-800-424-8802; (202) 426-2675; (202) 267-2675

PROVIDER AGENCY:
National Response Center
2100 Second Street, SW
Rm 2611 (G-TGC-2)
Washington, D.C. 20593-0001

DESCRIPTION OF SERVICES:
The National Response Center serves as a point of contact for responsible parties to fulfill reporting requirements for spills of oil and hazardous substances, and as a source of technical information for On Scene Coordinators at major spill or release incidents. The NRC Hotline provides coordination, assistance, and information for response to incidents involving:

- oil spills,
- pipeline accidents,
- transportation accidents involving hazardous materials or oil,
- releases of radioactive material,
- releases of etiological or hazardous biological substances.

TITLE III/Chemical Emergency Preparedness HOTLINE

TELEPHONE NUMBER: 1-800-535-0202; (202) 479-2449

PROVIDER AGENCY:
U.S. Environmental Protection Agency
401 M Street, SW
Washington, D.C. 20460

DESCRIPTION OF SERVICES:
This EPA hotline provides communities with help in preparing for accidental releases of toxic chemicals. Communities can call to obtain interim guidelines regarding acutely toxic chemicals. The guidelines cover organizing a community, developing a chemical contingency plan, and gathering site specific information. The hotline also provides a list of more than 400 acutely toxic chemicals.

INDUSTRY HOTLINES

CHEMTREC

TELEPHONE NUMBER: 0-202-483-7616 or toll free 1-800-424-9300.

PROVIDER:
Chemical Manufacturers Association
2501 M Street, NW
Washington, D.C. 20037

DESCRIPTION OF SERVICES:
CHEMTREC (Chemical Transportation Emergency Center) provides immediate advice 24 hrs. a day to the On Scene Coordinator at a chemical emergency, and then promptly contacts the shipper of the hazardous materials involved for detailed assistance and an appropriate response follow up.

CHEMTREC can provide hazard information warnings and guidance when given the IDENTIFICATION NUMBER or the NAME OF THE PRODUCT and the NATURE OF THE PROBLEM. For more detailed information and/or assistance, or if the product is unknown, attempt to provide as much of the following information as possible:

- name of caller and call back number,
- nature and location of the problem,
- shipper or manufacturer,
- container type,
- rail car or truck number,
- carrier name,

- consignee,
- local conditions.

In addition, the following emergency networks are accessible through CHEMTREC:

CHLOREP - Chlorine Emergency Plan. Established by the Chlorine Institute to handle chlorine emergencies.

Pesticide Safety Team Network - The National Agricultural Chemicals Association operates a national pesticide information and response network providing advice and on site assistance during pesticide emergencies.

IRAP - Interagency Radiological Assistance Plan. IRAP is designed to assist in coping with radiation emergencies. It operates through the U.S. Department of Energy (DOE).

BUREAU OF EXPLOSIVES

TELEPHONE NUMBER: 1-800-826-4662; (202) 835-9500

DESCRIPTION OF SERVICES:
The Bureau of Explosives, Association of American Railroads, provides a 24 hr. emergency number that can be used for assistance during hazardous materials incidents involving railroads.

ADDITIONAL RESOURCES

1. WILDLIFE PROTECTION GUIDELINES FOR ALASKA (TAB D TO ANNEX X, ALASKA REGION OIL AND HAZARDOUS SUBSTANCE POLLUTION CONTROL PLAN)

PROVIDER AGENCY:
Alaska Regional Response Team Wildlife Protection Working Group
c/o United States Coast Guard
Marine Safety Division
P.O. Box 3-5000
Juneau, Alaska 99802-1217

DESCRIPTION OF DOCUMENT:
These guidelines set forth policies and procedures for dealing with oiled wildlife, and describes all steps that can be taken to protect wildlife during an oil spill. The guidelines cover both coastal marine and inland freshwater areas of Alaska. This document is intended for use as a field manual during spill response.

2. OIL DISPERSANT GUIDELINES FOR ALASKA (ALASKA REGION OIL AND HAZARDOUS SUBSTANCE POLLUTION CONTROL PLAN)

PROVIDER AGENCY:
Regional Response Team Working Group
c/o United States Coast Guard
Marine Safety Division
P.O. Box 3-5000
Juneau, Alaska 99802-1217

DESCRIPTION OF DOCUMENT:
These guidelines are to be used by the federal On-Scene Coordinator to streamline and expedite the decision making process regarding the use of dispersants in Alaska during spill response. The document contains the policy statement that dispersants should be considered as a tool to mitigate the effects of oil spills in the environment only when mechanical containment and recovery response actions are not workable.

3. THE BASICS OF OIL SPILL CLEANUP With Particular Reference to Southern Canada

CATALOGUE NUMBER: En40-311/1978

PROVIDER AGENCY:
Environmental Emergency Branch
Environmental Protection Service
Environment Canada

DESCRIPTION OF DOCUMENT:
This book explains what happens to oil when it is accidentally spilled on water or land and the specific cleanup strategies which are possible under varying environmental conditions. This material is designed to provide basic information to the public-at-large as well as to public officials and crews involved in the actual cleanup of an oil spill. It is not intended to serve as a field manual. The document contains regional guidelines as well as general guidelines.

4. CEPP/SARA TITLE III SECTION 302 PROFILES

PROVIDER AGENCY:
U.S. Environmental Protection Agency
Office of Toxic Substances
401 M Street, SW
Washington, DC 20460
(202) 382-3736

DESCRIPTION OF DOCUMENT:
The document is a catalog of 366 chemical profiles and is intended for use in the Chemical Emergency Preparedness Program (CEPP). The profiles contain a summary of publically available documented information for chemicals on the EPA list of extremely hazardous substances, such as acute hazard information, chemical properties, and emergency handling techniques.

5. A CONDENSED GUIDE TO CHEMICAL HAZARDS (CHRIS I)

DOCUMENT NUMBER: COMDTINST M16465.11A/SN#050-012-0024-0

PROVIDER AGENCY:
U.S. Coast Guard
Office of Marine Safety, Security, and Environmental Protection
Marine Environmental Response Division
Pollution Response Branch (G-MER-2)
2100 Second Street, SW
Washington, D.C. 20593-0001

DESCRIPTION OF DOCUMENT:
CHRIS I provides chemical specific information on 1,016 chemicals for hazard assessment and response techniques as applied to marine environments. CHRIS I is widely used by emergency responders throughout the country.

6. DANGEROUS PROPERTIES OF INDUSTRIAL MATERIALS

AUTHOR:
N. Irving Sax
Van Nostrand Reinhold Co.
135 West 50th Street
New York, N.Y. 10020

DESCRIPTION OF DOCUMENT:
This book provides a single source of concise information on the hazards of nearly 13,000 common industrial and laboratory materials. Descriptive information and technical data are given in the three sections of the book. The main section, "General Information", is designed to expedite retrieval of hazard information. This book is not intended for use on site.

7. EMERGENCY RESPONSE GUIDEBOOK

DOCUMENT NUMBER: DOT P 5800.4

PROVIDER AGENCY:
U.S. Department of Transportation
Research and Special Programs Administration
Office of Hazardous Materials Transportation
Washington, D.C. 20590
(202) 366-2230

DESCRIPTION OF DOCUMENT:
Developed for use by fire fighters, police, and emergency services personnel, the ERG is a guide for initial action to be taken when responding to incidents involving hazardous materials. The guidebook provides vital information in a brief and practical format. It identifies hazardous materials by name and ID number with a corresponding numbered reference guide that describes potential hazards, such as fire, explosion, and health hazards for the respective chemicals. The ERG also describes emergency actions including isolation of the scene; evacuation; protective clothing; response to fire, spills, or leaks; and first aid.

8. EPA OIL AND HAZARDOUS SUBSTANCES RESPONSE MANUAL - ALASKA

PROVIDER AGENCY:
U.S. Environmental Protection Agency
Emergency Response Team
Region 10
1200 6th Avenue
Seattle, WA. 98101

DESCRIPTION OF DOCUMENT:
This is a pocket manual specifically designed for use by emergency response personnel in Alaska. It gives Federal and State officials a convenient reference guide of duties, cleanup techniques, and resources that may be called upon to mitigate and control the effects of an oil or hazardous substance spill.

9. FIRE PROTECTION GUIDE ON HAZARDOUS MATERIALS

PROVIDER AGENCY:
National Fire Protection Association (NFPA)
470 Atlantic Avenue
Boston, MA 02210

DESCRIPTION OF DOCUMENT:
The Flash Point Index of Trade Name Liquids and the four NFPA standards that make up the five sections of this guide can be used to identify the hazardous properties of most of the chemicals in commercial use. From the data and recommendations

in the guide, one can take the proper steps to prevent fires and other emergencies during the use, storage, and transportation of chemicals, and can make informed decisions on the procedures to be followed in the event of an accident.

10. HAZARDOUS MATERIALS EMERGENCY PLANNING GUIDE

DOCUMENT NUMBER: NRT-1
PROVIDER AGENCY:
National Response Team of the National Oil and Hazardous Substances Contingency Plan
G-WER/12
2100 Second Street, SW
Washington, D.C. 20593
(202) 475-8600

DESCRIPTION OF DOCUMENT:
NRT-1 is a cooperative effort of the 14 Federal agencies that constitute the National Response Team. The guide presents a comprehensive approach to hazardous materials emergency planning. The following topics are covered: Federal requirements for emergency planning, related programs, organizing the planning team, organizing the planning process, planning tasks, hazardous materials planning elements, plan appraisal, maintenance of the plan, and criteria for assessing preparedness.

PURPOSE OF THE DOCUMENT:
The purpose of the guide is to assist communities in planning for hazardous materials incidents.

11. NIOSH POCKET GUIDE TO CHEMICAL HAZARDS

PROVIDER AGENCY:
U.S. Department of Health and Human Services
Public Health Service
Centers for Disease Control
National Institute for Occupational Safety and Health

DESCRIPTION OF DOCUMENT:
Information in this pocket guide comes from the NIOSH/OSHA Occupational Health Guidelines. Presented in a tabular format, it is a reference for industrial hygiene and medical surveillance practices. Included are chemical names and synonyms, permissible exposure limits, chemical and physical properties, signs and symptoms of overexposure, environmental and medical monitoring procedures, recommended respiratory and personal protective equipment, and procedures for treatment.

12. OIL IN THE SEA - INPUTS, FATES, AND EFFECTS

LIBRARY OF CONGRESS CATALOG CARD NUMBER: 85-60541

PROVIDER AGENCY:
Steering Committee for the Petroleum in the Marine Environment Update Board on Ocean Science and Policy
Ocean Sciences Board
Commission on Physical Sciences, Mathematics, and Resources
National Research Council

DESCRIPTION OF DOCUMENT:
This is a comprehensive text on oil in the marine environment which covers the chemical composition of petroleum hydrocarbon sources; sources of oil input to the sea; chemical and biological methods; physical, chemical, and biological fates; and effects on biological processes and the marine food web. The appendix provides spill case histories for an assortment of major discharges.

13. RESPONSE METHODS HANDBOOK (CHRIS IV)

PROVIDER AGENCY:
U.S. Coast Guard
Office of Marine Safety, Security, and Environmental Protection
Marine Environmental Response Division
Pollution Response Branch (G-MER-2)
2100 Second Street, SW
Washington, D.C. 20593-0001

DESCRIPTION OF DOCUMENT:
The handbook contains information on methods for containment and removal of oil and hazardous substance discharges. The appendix lists manufacturers of response equipment. This handbook is intended for use by On Scene Coordinators.

COMPUTER SYSTEMS

1. COMPUTER AIDED MANAGEMENT OF EMERGENCY OPERATIONS (CAMEO II)

PROVIDER AGENCY:
National Oceanic and Atmospheric Administration
Office of Oceanography and Marine Assessment
Hazardous Materials Response Branch
7600 Sand Point Way, NE
Seattle, WA. 98115
(206) 526-6317

TECHNICAL CONTACT:
Mr. John Robinson
Chief, Hazardous Materials Response Branch
NOAA/N/OMA34
7600 Sand Point Way
Seattle, WA. 98115
(206) 526-6317

DESCRIPTION OF COMPUTER SYSTEM:
CAMEO II is designed to help emergency planners and first responders plan for and safely handle chemical accidents. CAMEO II contains response information and recommendations for 2,629 commonly transported chemicals, an air dispersion model (ALOHA) to assist in evaluating release scenarios evacuation options, and several easily adaptable data bases and computational programs that address the emergency planning provisions of SARA Title III. Except for the chemical identification information and recommendations, data must be entered by the user. CAMEO provides the formats and software to intelligently link related data and graphics. CAMEO can include such diverse information as facility floor plans with chemical storage locations linked to Tier II forms; contact lists; information on schools, hospitals, and other population concentrations linked to map locations; response resources; Material Safety Data Sheets; and digitized maps of the planning or response area overlaid with plumes calculated by the air model. It also includes EPA's model for vulnerability analysis for the 366 Extremely Hazardous Substances under Title III and allows for graphic display on a regional map at the user specified chemical concentrations.

HARDWARE ENVIRONMENT: CAMEO II requires a Macintosh Plus, SE or MAC II with a hard disk (11MB needed to run CAMEO).

2. HAZARD ASSESSMENT COMPUTER SYSTEM (HACS)

PROVIDER AGENCY:
U.S. Coast Guard
Office of Marine Safety, Security, and Environmental Protection
Marine Environmental Response Division
Pollution Response Branch (G-MER-2)
2100 Second Street, SW
Washington, D.C. 20593-0001

DESCRIPTION OF COMPUTER SYSTEM:
HACS is a collection of chemical data and spill models that provide the Coast Guard with information concerning the hazards and environmental pathways of chemical releases. HACS is accessed through the National Response Center Hotline and is available for planning purposes and for use by On Scene Coordinators during spills.

DATA BASES

1. ENVIROFATE, Chemical Information System

PROVIDER AGENCY:
U.S. Environmental Protection Agency
Office of Pesticides and Toxic Substances
401 M Street, SW
Washington, D.C. 20460

TECHNICAL CONTACT:
Chemical Information Systems, Inc (CIS)
7215 York Road
Baltimore, MD. 21212
1-800-CIS-USER
(301) 321-8440

DESCRIPTION OF DATA BASE:
The data base contains information on the environmental fate or behavior of chemicals released into the environment. The selected chemicals are produced in quantities exceeding 1 million pounds per year. Data include environmental transformation rates and physical and chemical properties. Each record represents an individual test or observation for a given chemical.

DATA BASE ACCESS MODES:

* Accessed through Chemical Information Systems (CIS)
* Operational hours: 24 hrs.
* TYMNET
* TELENET
* Hard copy distribution

2. OIL AND HAZARDOUS MATERIALS TECHNICAL ASSISTANCE DATA SYSTEM (OHM-TADS)

PROVIDER AGENCY:
U.S. Environmental Protection Agency
Emergency Response Division
401 M Street, SW
Washington, D.C. 20460

TECHNICAL CONTACT:
Chemical Information Systems, Inc (CIS)
7215 York Road
Baltimore, MD. 21212
1-800-CIS-USER
(301) 321-8440

DESCRIPTION OF DATA BASE:
The data base contains specific data pertinent to spill response efforts related to any substance classified as an oil or hazardous substance. Specific data include substance identification, physical properties, uses, animal and aquatic toxicity, persistence, accumulation potential, handling procedures, and suggested methods for disposal of spilled materials.

DATA BASE ACCESS MODES:
* Accessed through Chemical Information Systems (CIS)
* Operational hours: 24 hrs.
* TYMNET
* TELENET
* Hard copy distribution

COMPUTER MODELS

1. AREAL LOCATIONS OF HAZARDOUS ATMOSPHERES (ALOHA)

PROVIDER AGENCY:
National Oceanic and Atmospheric Administration
Office of Oceanic and Marine Assessment
Ocean Assessments Division
NOAA/N/OMA3
Rockwall Building
Rockville, MD. 20852

TECHNICAL CONTACT:
Dr. Jerry Galt
Chief of Modelling and Simulation Studies
Hazardous Materials Response Branch
NOAA/N/OMA34
7600 Sand Point Way, NE
Seattle, WA. 98115
(206) 526-6317

DESCRIPTION OF MODEL:
ALOHA is an air dispersion model that graphically estimates concentrations of approximately 300 hazardous chemicals. It is based on a Gaussian model and allows user input of atmospheric conditions, amount released, whether release is instantaneous or continuous, and contour level to be represented. Graphic representation of the plume can be either on a grid, at a user specified mapping scale for overlay onto a hard copy map, or on a user input map on which the source has been located. The model, which runs on a Macintosh, also accepts remotely collected real time atmospheric data, which automatically yields 30 second updated plume footprints. ALOHA, originally developed for

research purposes, has been used for training exercises, planning scenarios, and response decisions.

2. ON-SCENE SPILL MODEL (OSSM)

PROVIDER AGENCY:
National Oceanic and Atmospheric Administration
Ocean Assessment Division
Hazardous Materials Response Branch
7600 Sand Point Way, NE
Seattle, WA. 98115

TECHNICAL CONTACT:
Dr. Jerry Galt
Chief of Modelling and Simulation Studies
Hazardous Materials Response Branch
NOAA/N/OMA34
7600 Sand Point Way, NE
Seattle, WA. 98115
(206) 526-6317

DESCRIPTION OF MODEL:
OSSM is an interactive trajectory simulation model for real time use in predicting the movement of surface pollutants in the marine environment. The model, which runs on Macintosh or IBM, can use numerous input types and is user friendly. It can be used to predict other than surface spills, but application does not convert well. The National Response Center uses OSSM for coordinating responses to major oil and hazardous substance releases and spills.

- OIL AND HAZARDOUS MATERIALS INCIDENT REPORT FORM

- ICS CHECK IN FORM

STATE OF ALASKA
DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Oil and Hazardous Materials Incident Report Form

Person Reporting Spill	Title	Phone
Address		
Date Spill Reported/Time	Date Spill Occurred/Time	Knowledge of Spill/Time

Notifications:

☐ USCG _____ Date/Time _____ ☐ EPA _____ Date/Time _____

☐ USF & WS _____ Date/Time _____ ☐ ADF&G _____ Date/Time _____

☐ State Epidemiologist _____ Date/Time _____ ☐ Other: _____

Weather at Site

Disposal

Comments

Spill Number

☐☐-☐☐-☐-☐☐☐☐-☐

Responsible Party	Phone
Address	

Cause

Location of Incident

Product Type	Quantity Spilled	Quantity Recovered

Personal Injuries/Damage or Area Affected

Containment, Cleanup, and Restoration Actions

Enforcement Actions

Enforcement Dates	Total Cost
Prepared By	Date
Manufacturer of Hazardous Material/UN I.D. Number	Prepared by / Date

COMMENTS

Dates													TOTAL HOURS
Name	HOURS												

HOURS ST/OT												

	COST
Vehicles	
Aircraft	
Freight	
Samples	
Photographs	
Equipment	
Supplies	
Per Diem	
Other	

CHECK-IN LIST ICS 211 (1-82)

1 INCIDENT NAME	2 CHECK IN LOCATION	3 DATE TIME
	☐ BASE ☐ CAMP _____ ☐ STAGING AREA ☐ ICP RESTAT ☐ HELIBASE	

CHECK-IN INFORMATION

4 LIST PERSONNEL (OVERHEAD) BY AGENCY AND NAME LIST EQUIPMENT BY THE FOLLOWING FORMAT AGENCY	SINGLE T/F S/T	KIND	TYPE	ID NO /NAME	5 ORDER/ REQUEST NUMBER	6 DATE/TIME CHECK-IN	7. LEADER'S NAME	8 TOTAL NO PERSONNEL	9 MANIFEST YES	9 MANIFEST NO	10 CREW WEIGHT OR INDIVIDUALS WEIGHT	11 HOME BASE	12 DEPARTURE POINT	13 METHOD OF TRAVEL	14 INCIDENT ASSIGNMENT	15 OTHER QUALIFICATION	16 SENT TO RESTAT TIME/INT

PAGE of

18 PREPARED BY (NAME AND POSITION) USE BACK FOR REMARKS OR COMMENTS

CHECK IN

TRAINING GUIDELINES

This annex explains training requirements developed by the Alaska Department of Labor for oil and hazardous materials spill responders. They come from Occupational Safety and Health Standards for Hazardous Waste and Emergency Response (AS 10.0101 (e). The annex also lists some of the places where this training can be obtained.

STATE REQUIREMENTS FOR HAZARDOUS MATERIAL RESPONDERS

(e) Training

1. General

A. All employees working on site (such as, but not limited to equipment operators, general laborers and others) exposed to hazardous substances, health hazards or safety hazards, and their supervisors and management responsible for the site, must receive training meeting the requirements of this subsection before they are permitted to engage in hazardous waste operations that could expose them to hazardous substances, safety or health hazards, and they shall receive review training as specified in this subsection.

B. Employees shall not be permitted to participate in or supervise field activities until they have been trained to a level required by their job function and responsibility.

(2) Elements to be covered. The training must thoroughly cover the following:

A. Names of personnel and alternates responsible for site safety and health;

B. Safety and health and other hazards present on the site;

C. Use of personal protective equipment;

D. Work practices by which the employee can minimize risks from hazards;

E. Safe use of engineering controls and equipment on the site;

F. Medical surveillance requirements, including recognition of symptoms and signs which might indicate overexposure to hazards; and,

G. The contents of subdivisions (vii) through (x) of the site safety and health plan set forth in (b)(4))B) of this section.

3. Initial training.

A. All site workers (such as equipment operators, general laborers, surveyors, ground water monitors and supervisory personnel) engaged in hazardous substance removal or other activities at work sites covered under (s)(1)(A)-(C) of this section which expose or potentially expose workers to hazardous substances and health hazards must receive a minimum of forty (40) hours of instruction off-the-site, and a minimum of three (3) days actual field experience under the direct supervision of a trained, experienced supervisor.

B. Effective September 1, 1991, off-the-site training required under (e)(3)(A) of this section is increased to eighty (80) hours of instruction for all site workers required to enter the innermost zone of a hazardous waste site, and receive three (3) days actual field experience under the direct supervision of a trained, experienced supervisor. This requirement does not apply to truck drivers and equipment operators who may only occasionally enter the innermost zone for a specific limit task. Such workers will be required to receive the forty (40) hours of training specified in (e)(3)(A) of this section.

(4) Management and supervisor training. On-site management and supervisors directly responsible for, or who supervise employees engaged in, hazardous waste operations must receive forty (40) hours initial training, and three (3) days of supervised field experience and at least eight additional hours of specialized training at the time of job assignment on such topics as, but not limited to, the employer's safety and health program and the associated employee training program, personal protective equipment program, spill containment program, and health hazard monitoring procedure and techniques. Effective September 1, 1991, the initial training must be increased to eightY(80) hours of instruction.

5. Qualifications for trainers. Trainers must be qualified to instruct employees about the subject matter that is being presented in training. Such trainers must have satisfactorily completed a training program for teaching the subjects they are expected to teach, or they must have the academic credentials and instructional experience necessary for teaching the subjects. Instructors must demonstrate competent instructional skills and knowledge of the applicable subject matter. Disputes regarding the qualifications of an instructor must be referred to the department for determination of the instructor's qualifications.

6. Training certification. Employees and supervisors who have received and successfully completed the training and field experience specified in (1) through (4) of this subsection must be certified by their instructor or the head instructor and trained supervisor as having successfully completed the necessary training. A written certificate must be given to each person so certified. Any person who has not been so certified or who does not meet the requirements of (9) of this subsection is prohibited from engaging in hazardous waste operations.

7. Emergency response. Employees who are engaged in responding to hazardous emergency situations at hazardous waste clean-up sites that may expose them to hazardous substances must be trained in how to respond to such expected emergencies.

8. Refresher training. Employees specified in (1) of this subsection, and managers and supervisor specified in paragraph (4) of this subsection must receive eight (8) hours of refresher training annually on the items specified in (2) and (4) of this subsection, any critique of incidents that have occurred in the past year that can serve as training examples of related work, and other relevant topics.

9. Equivalent training. Employers or employees who can show by documentation or certification that an employee's work experience and training has resulted in training equivalent to that training required in (1) through (4) of this subsection shall not be required to provide the initial training requirements of those subsections to such employees. However, certified employees or employees with equivalent training new to a site must receive appropriate, site specific training before site entry and have appropriate supervised field experience at the new site. Equivalent training includes nay academic training or the training that existing employees might have already received from actual hazardous waste site work experience. Any

problems or questions about whether the work experience or training meets the requirements of (1) through (4) of this subsection must be referred to the department [of Labor] for determination.

TRAINING RESOURCES

Some of the organizations that offer First-Responder training in Alaska include:

University of Alaska-Anchorage
Mining and Petroleum Training Service
155 Smithway, Suite #104
Soldotna, AK 99669
(907)262-2788

U.S. Environmental Protection Agency
Region 10
Seattle, WA

America North, Inc.
201 E. 56th Street, Suite #200
Anchorage, AK
(907)562-3452

VRCA
5333 Fairbanks Avenue, Suite #10/11
Anchorage, AK
(907)562-3700

Hartech Management Consultants
2121 Abbott Road, Suite #G
Anchorage, AK

University of Alaska-Fairbanks
Mike Odom
(907) 474-5497

Many companies such as Alyeska Pipeline Service Company and VECO conduct training for their own employees. Sometimes their classes have room to accommodate others.

The State Division of Forestry runs numerous Incident Command training seminars each spring in preparation for fire season. For information contact Jim Cuckuit at the Alaska Department of Natural Resources inf Fairbanks:(907) 451-2676.

The Alaska Department of Environmental Conservation is also developing ICS and First Responder training programs. For more information about ADEC's training program or more specific information about training requirements, contact Tim Bigelow at (907) 465-2640.

- EMERGENCY HIRING & PROCUREMENT
- DRAFT COMMUNITY REIMBURSEMENT POLICY

ADMINISTRATIVE GUIDELINES

These procedures apply to the Administrative Section of the State's Incident Command Organization.

EMERGENCY CONTRACTING AND HIRING PROCEDURES

Emergency Procedures exist for hiring, contracting and procurement. Below are guidelines for these procedures.

Emergency Contracting

There are two types of emergency contracting, **A** or **B**. The key considerations are:

- are people or property at risk, and
- how quickly must the hire or contract be executed.

If people or property are at risk then the procedure to be used is Type A. If no life or property are at risk and regular agency procedures need to be expedited, then Type B procedures will be used.

TYPE A: Emergency Procurement Characteristics And Procedures (LIFE OR PROPERTY AT RISK)

Characteristics Of Type A

- May be declared by the responsible agency official after a written determination is made that outlines the factual basis for the declaration.
- Must be documented, justifiable expenses.
- Does not require a Request for Alternate Procurement (RAP) and no one outside of the responsible agency needs to approve them.
- Limited to the supplies, services, professional services or construction required to meet the emergency.
- May be made directly by an agency. The agency can use any reasonable means to make the procurement.

Procedures

Step 1. The person authorized to make the purchase will write down the reason why the purchase was made from a particular contractor and make that writing a part of the permanent file. An acceptable reason might be something as simple as that the contractor was the first person located that could provide the product or service needed to deal with the emergency.

Step 2. The agency official responsible for procurement will complete and forward to the chief procurement officer a Procurement Form 02-115 for each emergency procurement. The record must set out:

1) the contractor's name
2) the amount and type of the contract
3) a listing of the supplies or services procured under the contract; and
4) the identification number of the procurement file.

TYPE B EMERGENCY CHARACTERISTICS AND PROCUREMENT

Characteristics:

- When procurement through competitive sealed bidding is impracticable or contrary to the public interest.
- Subject to the monetary limits discussed in the RAP.
- Not enough time exists to use the normal bid process, but there is sufficient time to generate and process a Request for Alternate Procurement (RAP). If the amount is for less than $10,000 the RAP may be approved by the Commissioner of the department making the procurement. If the amount is for more than $10,000 the RAP must be approved by the chief procurement officer. The chief procurement officer is the director of the Division of General Services & Supply.
- Limited to the supplies, services, professional services or construction required to meet the emergency.
- Made directly by an agency. The agency will use the procurement procedures set out in the RAP recommendation.
- The person making the purchase must write down the reason why the purchase was made from a particular contractor and make that writing a part of the permanent file.

- The agency official responsible for procurement must complete and forward to the chief procurement officer a Procurement Form 02-115 for each emergency procurement. The record must set out:

    1) the contractor's name;
    2) the amount and type of the contract;
    3) a listing of the supplies, or services procured under the contract; and,
    4) the identification number of the procurement file.

EMERGENCY HIRING

1. **Personnel Officer on the scene**

   The personnel officer at the scene may do an emergency hire.

2. **Personnel Officer not on scene**

   You are required to contact your agency personnel officer before you can make an emergency hire.

   If no options are available or practical to immediately bring a personnel officer to the scene and the mission of the Department is threatened by not having the work completed, VERBAL APPROVAL CAN BE OBTAINED from the personnel officer.

Three steps must be taken to secure needed personnel to respond to emergency conditions. Those steps are:

1. Identify the type of work that needs to be done and the classification of the employees needed to do the work.

2. Find qualified candidates.

3. Appoint candidates to fill the positions.

30 Day Appointment:

The Personnel Rules allow managers to appoint employees without the use of eligible lists for up to 30 calendar days (2 AAC 07.190). The only procedural requirement which must be met for emergency employees is a requirement that a report describing the circumstances of the appointment be filed with the Director of

Personnel, Department of Administration.

More than 30 days:

If personnel are needed to respond to the emergency for more than 30 days, a nonpermanent position may be established. The Director's approval is required to establish the position. An eligible list will not be needed to fill the position if the nonpermanent position is for less than 120 days and an emergency employee is available to fill the position.

STEPS REQUIRED TO SECURE NECESSARY PERSONNEL IN EMERGENCY CONDITIONS

A. Identify the type of work that needs to be performed and the classification of the employees that are needed to perform the work.

Although expedited procedures can be used to appoint emergency and nonpermanent personnel, several basic requirements must be met to insure that qualified candidates are selected and appropriately paid for their work. Upon arrival at the scene of the emergency each responding department should:

1. Prepare a list of jobs which need to be completed.

2. Contact the departmental personnel office for an assignment of the appropriate classification for each job. If the emergency will require the department to hire a large number of employees, a personnel professional should be brought on scene to help establish positions, find and sign up employees with needed skills.

B. Find Qualified Candidates

In emergency situations managers will not be required to hire off of eligible lists. In the absence of lists, the problem managers will face is how to find employees who can do the work. While the manager is free to look for qualified personnel wherever they can be found, the following resources are available.

1. Local job service offices have ready access to people who are looking for work. These officers do an initial screening to fit the person to the job and can often provide the manager with qualified candidates.

2. The Division of Personnel has offices in Anchorage, Juneau and Fairbanks.

3. Native corporations and associations often have lists of members who are looking for employment.

C. Appoint Candidates to Fill the Positions

State employees must be appointed before they can be paid. Each agency's personnel office can provide managers with the forms which must be completed before a candidate can be properly appointed and paid. Reports must be certified by the Commissioner or designee under AS 39.25.020(2) as the appointing authority and must be received by the Director of Personnel **within 15 working days** of the appointment.

(These procedures were taken from "Standard Operating Procedures 02-85-2-1, effective February 1, 1985 Alaska Department of Administration.)

Draft Guidelines for Community Reimbursement for Spill Response

Community Participation (w/o LEPC)

Statutory References

AS 46.08.070

The department may reimburse a municipality for actual expenses, other than normal operating expenses, incurred in the abatement of a release or a threatened release of oil or a hazardous substance if:

1) the municipality has entered into an agreement with the commissioner under AS46.09.020(e); and

2) the commissioner determines that the expenses were for a necessary emergency first response to a release or threatened release that posed an imminent and substantial threat to the public health or welfare, or to the environment.

AS 46.09.020(e)

The commissioner shall enter in agreement with the Environmental Protection Agency, and may enter into agreements with other persons and municipalities, in order to

1) facilitate a coordinated and effective hazardous substance release response in the state;

2) provide for cooperative hazardous substance release notification procedures; or

3) provide for cooperative review of hazardous substance release response contingency plans submitted to the department.

ADEC Procedures/Guidelines

1. Determinations

The State On-Scene Coordinator (SOSC) must make a written determination that the statutory requirements for municipality, community and village reimbursement have been met.

This determination must be submitted to the ADEC commissioner or his/her designee for approval.

2. Notification

The SOSC shall distribute written notification(s) to affected municipality(ies), community(ies) and village(s) that a determination has been made and approved that the statutory requirements for reimbursement application have been met. Notification shall include a copy of departmental requirements for application for Oil and Hazardous Substance Release Response Funds (OHSRRF) under this section.

The SOSC shall have sole authority to determine the affected municipality(ies), community(ies) and village(s) for notification.

This does not exclude other municipality(ies), community(ies) and village(s) from application for once the determination has been made.

A municipality, community or village should not construe notification or completion of an application as an approval or commitment for reimbursement. Until a signed reimbursement agreement has been executed, the State assumes no liability for reimbursement.

3. Application for Reimbursement

Any municipality, community or village seeking future reimbursement for the OHSRRF under this section must make written application to the SOSC for funds once steps 1) and 2) have been completed.

The application for Reimbursement must address the following elements:

A) Work Plan with Detailed Methods and Objectives by following Categories

- •Investigation
- •Containment
- •Cleanup
- •Assessmen.
- •Monitoring
- •Restoration
- •Administration, Training, Indirect, Overhead

B) Safety Plan

C) Project Manager(s) for overall project and each category of the work plan.

D) Time lines anticipated for accomplishment of work plan by category.

E) Budget for each category of the work plan defined by the following types of expenditures. Note the State will not reimburse normal operating expenditures.

(a) Personal Services
- -Overtime and Employer Costs for Operating Employees by Name
- -New Employee Costs

(b) Travel

(c) Contractual
- -Subcontracts and the projected cost of the contracts must be identified must be identified. Subcontractors not listed in the application will not be eligible for reimbursement without prior written approval by the State

(d) Supplies

(e) Equipment
- -All equipment with a unit cost in excess of $500.00 must be identified. Equipment purchases in excess of $500.00 not listed in the application will not be eligible for reimbursement without prior written approval by the State.

F) Accounting and reporting method(s) are in place which will provide for sufficient documentation to meet the State's requirement for reporting and reimbursement from the OHSRRF.

4. Application Approval

The State On-Scene Coordinator (SOSC) shall review each application and prepare a written determination that the application:

A) Work Plan

(1) The proposed work plan is for emergency first response to a release or threatened release that poses an imminent and substantial threat to the public health or welfare, or to the environment;

(2) The proposed work plan is part of a coordinated and effective oil or hazardous substance release response in the state;

B) Safety issues are addressed adequately within the application.

C) Project Manager(s) are identified for each element of the work plan.

D) Time lines identified within the work plan are compatible with the State plan.

E) The budget clearly identifies expenditures associated with accomplishment of the work plan. No expenditures are projected which would not be appropriate for OHSRRF reimbursement. All subcontracts and equipment purchases are specifically detailed.

F) Accounting and reporting method(s) will provide for sufficient documentation to meet the State's requirement for reporting and reimbursement from the OHSRRF.

The SOSC may contact the municipality, community or village for additional information prior to making a determination on the application.

The SOSC may approve all or a portion of each application. A written determination of the approval or disapproval shall be prepared.

A municipality, community or village should not construe notification of approval as a commitment for reimbursement. Until a signed reimbursement agreement has been executed, the State assumes no liability for reimbursement.

5) Reimbursement Agreement

The SOSC shall prepare a written reimbursement agreement for each approved application. The agreement shall contain the following elements:

A) Authority for Agreement
B) Purpose
C) Amount
D) Work Plan
E) Time Period
F) Insurance, Indemnity and Release of State Liability
G) Cancellation
H) Documentation Requirements and Instruction for Reimbursement

a) Original Invoice

b) Narrative Summary of Accomplishments within the Scope of the Work Plan including field notes

c) Frequency of Request

d) The amount expended for this period and to date

I) by budget category
II) supported by legible copies of all contracts, invoices, checks, approved time sheets, and purchasing documents
III) with a summary of each personal services position by name and compensation, each purchase in excess of $10,000, each contract in excess of $20,000.

I) Reimbursement Approval

Prior to reimbursement the State OSC shall review and approve each reimbursement request. Reimbursement shall be denied for unbudgeted expenditures, inappropriate expenditures, illegible documentation, failure to provide documentation or failure to accomplish work plan objective.

J) Drug Free Work Place
K) Option to Audit
L) Date and Approval Information

The SOSC shall provide the municipality, community or village with two original agreements for execution.

Once approved by the municipality, community or village, both originals should be returned to the SOSC for State approval.

6. Notice to Proceed

After State approval a written notice to proceed shall be sent by the SOSC to the municipality, community or village along with an original executed agreement.

A municipality, community or village should consider notification to proceed accompanied by the executed agreement a commitment for reimbursement under the terms of the executed agreement.

- PLAN AUTHORITIES
- ADEQUACY OF CLEANUP

LEGAL AUTHORITIES

AUTHORITY

The State Oil and Hazardous Substance Discharge Prevention and Contingency Plan (State Master Plan) was prepared by the Department of Environmental Conservation as required by AS 46.04.200-210. The State Emergency Response Commission approves the plan as required by AS 46.13.045.

Under the Alaska Statutes 46.03.020(10)(A) and 44.46.020(2), the Alaska Department of Environmental Conservation is empowered to adopt regulations providing for the control, prevention and abatement of all forms of pollution.

PURPOSE OF THE PLAN

In 1980 the Legislature enacted legislation which defined the State's policies regarding oil spills. The purpose of this law is to provide protection to Alaskans from damage of oil spills and to provide the ability to clean up a spill and restore damaged areas.

The findings and intent section of Chapter 116 SLA 1980, "An Act relating to the prevention and control of oil pollution; and providing for an effective date" clearly sets forth state policy:

Section 1. FINDINGS AND INTENT. (a) The legislature finds that:

(1) it is a matter of the highest urgency and priority to protect Alaska's coastal and inside water, estuaries, wetlands, beaches and land from the damage which may be occasioned by the discharge of oil;

(2) the storage, transfer, transportation and offshore exploration for and production of oil within the jurisdiction of the State are hazardous undertakings; oil discharges may cause both short-term and long-term damage to the environment and the beauty of the State, to owners and users of affected property, to public and private recreation, to residents of the State and other interests deriving livelihood from fishing, hunting, tourism and related activities;

(3) assuring sufficient capability, among industrial and commercial interests, and the State and Federal governments, to contain and clean up discharges of oil is of vital public interest; weather conditions, logistic constraints and the relative paucity of labor and equipment resources in the State

increase the difficulty of oil discharge containment and cleanup in Alaska, making imperative an active State role;

it is the policy of the State that, to the maximum extent practicable, prompt and adequate containment and cleanup of oil discharges is the responsibility of the discharger; it is therefore of the utmost importance to assure that those engaged in oil storage, transfer, transportation, exploration and production operations have sufficient resources and capabilities to respond to oil discharges, and to provide for compensation of third persons injured by those discharges; and

(4) the State should continue its cooperative relationships with appropriate federal agencies, protecting its legitimate interests while working to remove any duplicative or potentially conflicting regulatory activities.

(b) The legislature intends by the enactment of this legislation:

(1) to exercise the police power of the State through the Department of Environmental Conservation by conferring upon the Department the authority and capability to deal with the hazards and threats posed by oil storage, transfer, transportation, exploration and production operations in a manner which is not inconsistent with the National Contingency Plan (330 U.S.C. sec. 1321(c) and to encourage and ensure, in accordance with 33 U.S.C. sec. 1321, cooperation with the United States Coast Guard and other State and Federal departments and agencies;

(2) to require, through the maximum practicable use of private services and resources, the prompt containment and cleanup of oil discharges;

(3) to provide assurance that persons suffering damage from oil discharges will be compensated promptly;

(4) to provide for the inspection and supervision of oil transportation, transfer, storage and offshore exploration and production activities, and to guarantee the prompt cleanup of oil discharges and the payment of costs incurred as a result of the oil discharges; and,

(5) that oil discharge containment, cleanup or contingency measures which are undertaken, directed, or authorized by the Department of Environmental Conservation would supplement and support federal cleanup and containment actions under 33 U.S.C. Sec. 1321.

In 1989 Senate Bill 264 was enacted by the Alaska Legislature to require the Department to:

- establish an oil and hazardous substance response office and a response corps of trained individuals and volunteers who are available to respond and to set up response equipment depots.

In 1989 Senate Bill 261 was enacted by the Alaska Legislature to further strengthen the state's capability to deal with oil spills:

> Findings and purpose. (a) The Legislature finds that the March 24, 1989 oil spill disaster in Prince William Sound demonstrates a need for the State to have an independent spill containment and cleanup capability in the event of future discharges of oil or a hazardous substance.
>
> (b) It is the purpose of this Act to provide assurance to the people of the State that their health, safety and well-being will be protected from the adverse consequences of oil and hazardous substance releases of a magnitude that presents a grave and substantial threat to the economy and the environment of the State.

Summary of Senate Bill 261:

1. Requires DEC to develop, annually review and revise state oil and hazardous substance discharge and prevention contingency plans (State and Regional Master Plan);

2. Requires DEC to develop regional oil and hazardous substance discharge and prevention contingency plans;

3. The State Master Plan must, among other things, clarify and specify the respective responsibilities of each of the following in assessment, containment and cleanup of a catastrophic oil discharge or of a significant discharge of a hazardous substance into the environment of the state:

   a) agencies of the state;
   b) municipalities of the state;
   c) appropriate federal agencies;
   d) operators of facilities; and,
   e) private parties whose land and other property may be affected by a spill.

4. Requires DEC to request or schedule unannounced oil spill drills to test facility and vessel c-plans.

In 1990 the law was revised again with the passage of HB 566. In order to meet the goal of protecting Alaska's people and

environment, HB 566 set forth required Plan elements:

1. to take into consideration the elements of an oil discharge contingency plan approved or submitted for approval under AS 46.04.030;

2. to include an incident command system that clarifies and specifies the respective responsibilities of each of the following for emergency response, assessment, containment and cleanup of various types and sizes of discharges of oil or a hazardous substances:

   agencies of the state;
   municipalities;
   appropriate federal agencies;
   operators of facilities; and,
   private parties whose land and other property may be affected by oil or hazardous substance discharges;

3. to identify actions necessary to reduce the likelihood of catastrophic oil discharges and significant discharges of hazardous substances.

The folowing pages contain a copy of the portion of the Alaska Administrative code regulations concerning oil discharge reporting, and cleanup.

sive odors. Odorous oils may be used only on rural surfaces where the odor is less likely to be noticeable and pedestrian traffic is minimal;

(9) no oil or other petroleum-derived dust retardants may be allowed to enter the water of the state or enter upon private property. (Eff. 4/15/73, Register 45)

Authority: AS 46.03.020(10)
AS 46.03.740

18 AAC 75.060. PENALTIES. A person who violates any provision of this chapter is guilty of a misdemeanor and upon conviction is punishable by a fine of not more than $25,000 or by imprisonment for not more than one year, or both. Each unlawful act or each day of violation constitutes a separate offense. (Eff. 4/15/73, Register 45)

Authority: AS 46.03.020(10)
AS 46.03.760

18 AAC 75.070. DEFINITIONS. Relocated to 18 AAC 75.900, 4/23/77.

Article 2. Discharge Reporting, Cleanup, and Disposal

Section	Section
80. Discharge notification required	145. Adequacy of cleanup
90. Interim reports	146. Interference with cleanup prohibited
100. Final reports	150. Falsification
110. Report information required	160. Local control
120. Posting of information required	170. Penalties
130. Disposal of hazardous substances	180. Use immunity
140. Cleanup	

18 AAC 75.080. DISCHARGE NOTIFICATION REQUIRED. (a) A person in charge of a facility or operation shall notify a field office, or the central office of the department, of any discharge of a hazardous substance at or from the facility or operation, in the following manner:

(1) For any discharge of a hazardous substance other than oil, notification must be made as soon as the person has knowledge of the discharge.

(2) For any discharge of oil to the water of the state which is in excess of 55 gallons (208 liters), or which causes a film, sheen, or discoloration affecting 1000 square feet (93 square meters) or more of the water surface, or causes a sludge or emulsion to be deposited beneath the surface of the water, notification must be made as soon as the person has knowledge of the discharge.

(3) For any discharge of oil to the waters of the state other than those falling under (a)(2) of this section, notification must be made

within 24 hours of knowledge of the discharge, except that discharges of less than one-half pint (0.5 liters) and which cause a film, sheen, or discoloration affecting less than 100 square feet (9.3 square meters) of the surface of the water must be reported within seven days.

(4) For any discharge of oil solely to the land of the state in excess of 55 gallons (208 liters), notification must be made within five hours of knowledge of the discharge.

(5) For any discharge of oil solely to the land of the state greater than 10 gallons (38 liters), but 55 gallons (208 liters) or less, notification must be made within 24 hours of knowledge of the discharge.

(6) For any discharge of oil of 10 gallons (38 liters) or less, solely to the land of the state, notification must be made within seven days of knowledge of the discharge.

(b) The notification must include, to the extent known, the information required by 18 AAC 75.110.

(c) If a person is a person in charge solely under 18 AAC 75.900(9)(c), responsibility under this section is satisfied if notification of the discharge in conformity with this section is in fact provided by another person in charge. (Eff. 4/23/77, Register 62)

Authority: AS 46.03.020(10)
AS 46.03.755

18 AAC 75.090. INTERIM REPORTS. After notification of the discharge has been made to the department, the department will, in its discretion, require interim reports until cleanup has been completed. (Eff. 4/23/77, Register 62)

Authority: AS 46.03.020(10)
AS 46.03.755

18 AAC 75.100. FINAL REPORTS. A written final report must be submitted for all discharges of a hazardous substance within 15 days after cleanup has been completed, or, if no cleanup occurs, within 15 days of the discharge. The reports must be submitted to the nearest regional office of the department. (Eff. 4/23/77, Register 62)

Authority: AS 46.03.020(10)
AS 46.03.755

18 AAC 75.110. REPORT INFORMATION REQUIRED. Written reports required by 18 AAC 75.090 and 18 AAC 75.100 must contain the following:

(1) date and time of discharge;

(2) location of the discharge;

(3) person or persons causing or responsible for the discharge;

(4) type(s) and amount(s) of hazardous substance(s) discharged;

(5) cause(s) of the discharge;

(6) environmental damage caused by the discharge, to the extent ascertainable;

(7) cleanup actions undertaken;

(8) location and method of ultimate disposal of the hazardous substance and contaminated cleanup materials, including date of disposal;

(9) actions being taken to prevent recurrence of the discharge; and

(10) other information the department requires in order to fully assess the cause and impact of the discharge. (Eff. 4/23/77, Register 62)

Authority: AS 46.03.020(10)
AS 46.03.755

18 AAC 75.120. POSTING OF INFORMATION REQUIRED. (a) An informational placard provided or approved by the department, which includes telephone numbers and addresses of department offices must be displayed in conspicuous locations on the following:

(1) tanker trucks containing more than 500 gallons of a hazardous substance, in addition to that required to operate the vehicle;

(2) tugboats, tankers, and all other vessels transporting a hazardous substance as cargo over waters of the state;

(3) vehicles carrying or towing a hazardous substance as cargo off-road over frozen or nonfrozen ground;

(4) facilities that have an aboveground storage capacity in excess of 1000 gallons of a hazardous substance; and

(5) facilities that have an underground storage capacity in excess of 1500 gallons of a hazardous substance.

(b) The placard must be displayed by September 1, 1977.

(c) Persons who wish to substitute a placard for that provided by the department must have the placard previously approved by the department. The placard, if so approved, must contain the words: "form approved by the Alaska Department of Environmental Conservation." (Eff. 4/23/77, Register 62)

Authority: AS 46.03.020(10)
AS 46.03.755

18 AAC 75.130. DISPOSAL OF HAZARDOUS SUBSTANCES. (a) Prior approval by the department is required for the ultimate disposal of a hazardous substance, and soil, cleanup materials, or other substances contaminated with a hazardous substance. Approval under this section may be granted orally by the regional supervisor or the supervisor's designee.

(b) As used in this section, "ultimate disposal" includes disposal into or upon the waters or the surface or subsurface land of the state, and open burning. (Eff. 4/23/77, Register 62)

Authority: AS 46.03.020(10) AS 46.03.710
AS 46.03.140 AS 46.03.740

18 AAC 75.140. CLEANUP. (a) Immediately upon becoming aware of a discharge of a hazardous substance to the water or land of the state, persons responsible for that discharge shall clean up and dispose of the material collected using methods for which prior approval, oral or written, has been given by the regional supervisor or the supervisor's designee. The discharge must be cleaned up to the satisfaction of the regional supervisor or the supervisor's designee.

(b) Upon request, the department will waive the requirements of (a) of this section if, in the opinion of the department, it is technically impracticable to clean up the discharge, or if the cleanup effort would result in greater environmental damage than the discharge itself. (Eff. 4/23/77, Register 62)

Authority: AS 46.03.020(10)

18 AAC 75.145. ADEQUACY OF CLEANUP. (a) If the department determines that cleanup activities are inadequate, the department will, in its discretion, and unless the U.S. Coast Guard or U.S. Environmental Protection Agency otherwise directs under the authority of section 311(d) of the Federal Water Pollution Control Act Amendments of 1972 (33 U.S.C. 1321(d)), either order the person engaged in cleanup operations to cease cleanup activities, or authorize other agents to begin cleanup activities, or both.

(b) Cleanup activities will be considered inadequate if

(1) containment equipment is not deployed and used to intercept and concentrate oil discharges in their patterns of movement, unless environmental conditions exceed the limitations of the equipment;

(2) exclusion equipment is not deployed and used to protect sensitive environmental zones, unless environmental conditions exceed the limitations of the equipment;

(3) the area affected by the oil discharge is increasing at an avoidable rate despite containment and removal activities, unless environmental conditions exceed the limitations of the equipment, or unless immediate containment would pose greater environmental risks than to allow the discharge to temporarily spread;

(4) the containment and exclusion equipment being used is not functioning effectively because of existing weather and oceanographic conditions, and other containment and exclusion equipment

is reasonably available which can function effectively in existing weather and oceanographic conditions;

(5) containment, exclusion, and lightering equipment is not deployed and operational within its response times specified under 18 AAC 75.325;

(6) major items of cleanup equipment, including skimmers, lightering pumps, and sorbent are not operational, or not operating at efficiencies within their capabilities;

(7) supplies of sorbent material become depleted, and available sources of replacement are not being utilized; or

(8) available personnel or equipment resources are being unused or mismanaged, or additional personnel or equipment is required but not being provided. (Eff. 9/16/77, Register 63)

Authority: AS 30.25.040
AS 30.25.070
AS 46.03.020(10)

Editor's notes. — Under the authority of AS 44.62.125(b)(6), the regulations attorney has corrected 18 AAC 75.145(b)(5)'s reference to 18 AAC 75.310 to read "18 AAC 75.325," as of Register 110 (July 1989).

18 AAC 75.146. INTERFERENCE WITH CLEANUP PROHIBITED. No person may interfere with, hinder, or obstruct oil discharge cleanup operations conducted under this chapter. This prohibition does not apply to the U.S. Environmental Protection Agency or the U.S. Coast Guard acting under the authority of sec. 311(c) or (d) of the Federal Water Pollution Control Amendments of 1972 (33 U.S.C. 1321(c) or (d)). (Eff. 9/16/77, Register 63)

Authority: AS 30.25.040
AS 30.25.070
AS 46.03.020(10)

18 AAC 75.150. FALSIFICATION. No person may falsely state information required by this chapter. (Eff. 4/23/77, Register 62)

Authority: AS 46.03.790(d)

18 AAC 75.160. LOCAL CONTROL. Nothing in this chapter preempts local or other governmental control as stringent as or more stringent than the requirements of this chapter. (Eff. 4/23/77, Register 62)

Authority: AS 46.03.870

18 AAC 75.170. PENALTIES. A person who violates any provision of secs. 80 — 160 of this chapter is punishable by the appropriate

PUBLIC INFORMATION AND MEDIA GUIDELINES ANNEX IX

PUBLIC INFORMATION AND NEWS MEDIA RELATIONS

Oil and hazardous substance spills generate a great deal of public attention and media coverage, particularly if a spill is large or the substance spilled is especially dangerous. This attention, reflecting legitimate public concern, may be local and statewide or even national or international in scope. While containment and cleanup are the first priorities of a response, a prompt and effective public information effort is critical on several fronts:

1. Fast, accurate information must be provided to protect public health and obtain public cooperation, and to assist in guarding against further environmental damage.

2. Clear communication by State authorities is essential for the delivery of accurate information to avert misinformation or rumors sometimes engendered by an emergency.

3. The State must immediately establish and maintain its position as chief articulator of an incident. As statutory guardian of public health and resources, it is the State's role--not the role of the spiller or others--to deliver public statements regarding the effects of a spill, including evaluations of a spill's size, extent, nature, dangers to public health or resources, details of the response plan, the State's expectations for response plan implementation, degree of success or lack of success of a spill response, and the anticipated long-term effects of a spill.

4. When a spill occurs the state must immediately open communications with affected local communities, conveying facts needed by residents for their own response activities and protection of public health and resources. Initial phone calls to establish communication channels with local governments and appropriate organizations, such as fishermen and Native groups, should be followed by regular updates through spill bulletins, press releases and briefings.

Credibility with the press and the public is the best foundation for an effective public information effort, and the efficient delivery of accurate information is the key to credibility.

Spokesperson and Coordination

Designation of Spokesperson -- The designated State spokesperson is normally the State On-Scene Coordinator (SOSC)/DEC Regional Supervisor. He or she will articulate the State's key policy positions and provide continuity of spokesmanship throughout the spill response. The spokesperson should have experience in media interviews and be capable of delivering clear and frequent explanations of the State's actions during a rapidly-changing emergency.

All information regarding State involvement at the spill site will be documented by staff to the SOSC either at the scene or through his or her regional office, and the SOSC or information officer will disseminate the information appropriate for release. For major incidents requiring participation of higher State executives, the division director or the DEC Commissioner may be designated to make certain State policy announcements. The DEC information officer will be designated by the SOSC, the responsible director or the DEC Commissioner. The information officer will work closely with the SOSC and Commissioner, reiterating the State's positions and policies, delivering them in writing or verbally to the news media and affected communities, and arranging appropriate interviews and press briefings to facilitate the flow of information.

Other agencies outside State government, such as the U.S. Coast Guard, may be important media sources depending upon the severity and location of an incident and the type of response required. For an oil spill in marine waters, for example, the Federal On-Scene Coordinator (FOSC) will provide information on the overall spill response. However, the State On-Scene Coordinator or information officer will remain the source for the State's position on human and environmental effects and State response activities.

The company responsible for the spill or the company's contractor may choose to inform the media of its actions in the spill response, but should defer to the SOSC and FOSC for statements about public health, dangers to resources, extent of the spill, or other issues within State or Federal jurisdiction. Before releasing scientific data or other information that bear upon public concerns about the extent and nature of the spill, the spiller should first submit the information to the SOSC for assessment of its scientific accuracy.

Governor's Office -- A spill of any significant magnitude in Alaska, especially if it has important implications for public health or the environment, will almost certainly generate contacts with the Office of the Governor from the media and

members of the public, and the Governor will likely need to comment on the spill status and response.

The DEC information officer for the spill must establish direct contact with the Governor's press secretary at the outset of a significant incident, provide a flow of accurate and timely information to the Governor's Office, and assist in coordination among the SOSC, DEC Commissioner, and Governor for statements to the press. If the spill is a major one, the information officer should coordinate the overall State approach to media relations with the Governor's press secretary. The press secretary will provide guidance on press issues within the Governor's purview.

Alaska Department of Fish & Game (ADF&G) -- The DEC information officer should contact the Chief of ADF&G'S public communications section in the earliest stages of any incident that may impact the State's wildlife or fisheries. A close working relationship between the DEC information officer and ADF&G spokespersons will enable ADF&G to deliver media information on the resources within its jurisdiction. In the event of a major incident, ADF&G should provide an information officer as part of the State's public information team to both share the work load and ensure accuracy of information on fish and wildlife resources and ADF&G policy. The Department of Natural Resources (DNR) public information staff likewise should be contacted in any incident in which State park lands or other State lands or resources under DNR jurisdiction are affected.

Alaska Department of Military and Veterans Affairs/Division of Emergency Services (ADMVA/DES) -- In the event of a major incident officially declared an emergency by the Governor, ADMVA/DES will provide emergency services to support the spill response. These services will be in the form of transportation, communications, emergency housing and similar services, and ADMVA/DES should provide public information services to support its activities. If an emergency is declared, the DEC information officer should immediately establish contact with ADMVA/DES public information personnel for information exchange.

Public Information Tools

Staying Ahead of Changing Events -- One of the information officer's precepts for day-to-day effectiveness is to stay ahead of the "information curve." During a rapidly-changing emergency this will become one of his or her most exacting challenges. Not only must this person assemble information quickly, arrange interviews and assist reporters, but also must maintain close contact with the SOSC, spill team managers and others outside the

immediate agency to anticipate as much as possible each major development in the spill response that will generate the next wave of public concern or media interest.

These events may come in the form of escalated response actions, the release of new water sample data or wildlife mortality figures, a formal decision delivered by a federal agency to the Governor, or others. When events such as these can be anticipated, press information can be prepared to enable the State to maintain its role of responsible spokesmanship for the incident. Additionally, the information officer must work within media deadlines as much as possible. Much of the national news media is driven by east coast deadlines, a full four hours ahead of Alaska, and this may require special attention. It is a simple fact that information delivered prior to deadlines will be more effectively reported by the press.

To stay ahead of changing events and to meet deadlines, the information officer must assimilate a mass of information from attending staff briefings, reading situation reports and asking many questions. All of this consumes time. Sufficient staff support and resources in the spill information office is essential for answering phones, writing and dispensing bulletins and hosting the press. Obtaining staff resources is thus one of the information officer's first duties when arriving at a spill site.

Staff and Resources -- Within government agencies, public information positions are subject to ironic contradictions: they are among the first to be considered for budget reductions, sometimes last to be added to budgets, and always among the first to be called upon during an emergency that gets press attention. Experienced crisis managers know that when information officers are needed the need can be severe, and that the agency's effectiveness with the media and public is often in direct proportion to the public information staffs' experience and training in complex environmental emergencies. In this state, where such massive volumes of oil are produced and transported, DEC should employ a sufficient number of trained information personnel to meet concomitant risks. Effective communication with the public is indispensable to a successful spill response.

Arriving at a spill site, the information officer must ensure that a **liaison officer/recorder** is assigned from the professional spill response staff to assist in recording and transmitting written information. This staff person is responsible for writing a "spill bulletin" (see below) summarizing salient facts and information about the incident. The bulletin is transmitted, on a frequent basis and usually by fax, to the DEC central office, the Governor's Office, communities, Native groups,

resource organizations and the media. The information it contains is also of obvious usefulness to the information officer.

Additional information officers and clerical staff should be added to handle the work load, as should photographic services, both still and video. An advance agreement should be made with the SOSC and department administration that photos and video footage shot for public information may be used for that purpose, without delay or restriction for legal reviews.

Other resources required for the spill information office include suitable maps of the impacted area, up-to-date media and community contact lists, dedicated phone lines, portable phones or beepers if available, PCs for all writers on staff, fax machine.

Television -- Apart from radio, TV is the most immediate news medium. It is the one by which the greatest number of people will formulate their feelings, plus gain information, about a significant spill. This emotionally-powerful medium is a major influence on public opinion and a key to delivering the State's position on a spill's impacts and how resources are being protected from further damage. The information officer should focus in three ways on this medium:

1. Facilitate TV interviews with the SOSC or other appropriate spokespersons and cooperate with stations and networks for video crews to visit spill sites, accompanying them where possible, to obtain news footage in a manner that is safe and does not interfere with the spill response.

2. For a large spill, immediately activate a professional State video team to shoot broadcast-quality footage from the first days of the incident and utilize the material for the State's own video reports on the spill. For a small spill, request that State field personnel record spill events with department cameras. Super-8 video is one of the preferred small formats to transfer for broadcast without undue quality loss, though others may also be used.

3. Use the video team's footage to produce video news releases on the most important issues and events of the spill and identify a distribution system to deliver these electronically to interested stations and networks. "B-roll" footage should also be provided for stations to use in editing their own news pieces. The footage can be delivered statewide and nationally by satellite link. A private company may be contracted for production and editing, but the State may find it more expeditious to employ its own

production personnel and make use of the small editing facility in the Governor's Office.

Print Media and Wire Services -- Newspapers and magazines often provide more in-depth coverage than television and are sometimes more closely perused by decision-makers, legislators, community officials and other opinion leaders. While TV is viscerally powerful, its images are more fleeting than stories and editorials appearing in print. Thus newspapers and magazines can have a longer-lasting effect, and in a sense the print media write the "history" of a spill -- at least in the public view. AP, UPI, and Reuters wire services, of course, go to electronic media as well as newspapers and are among the first to be contacted with breaking news.

It is critical that accurate factual information be delivered, that appropriate interviews and field visits are facilitated for reporters, and that resulting stories are read carefully to determine whether the facts are being reported. Any inaccuracies should be followed up by the information officer and assistance offered for accuracy.

Radio -- This medium, especially public radio with its well-developed statewide and national networks, plays a more significant role in Alaska news perhaps than in other states. With public radio stations in a number of communities and efficient networking by Alaska Public Radio Network (APRN), radio represents an aggressive and professional news capability. Radio should receive equal notification and information during a spill response.

Access -- The question of media access to spill sites may arise during emergencies, usually because of one of three issues: safety, potential interference with response activities, or admission to private property. In general, it should be the policy of the State to allow free access for the media where public resources are concerned, with reasonable guidelines to protect personal safety and preclude interference. The information officer should work with emergency and spill response personnel to facilitate access where possible. If conditions will not accommodate crowds of reporters, "pool" reporting may be necessary on a temporary basis. In regard to private property (a spill, for instance, on the grounds of a privately-owned refinery or storage facility) reporters or their companies must negotiate their own access. The information officer should obtain permission and State legal counsel before releasing photos or video footage shot on private property, both for purposes of conserving legal evidence and potential violation of owners'

rights.

The Daily Press Briefing -- During a significant spill, with a rapidly-developing situation and the presence of a large number of reporters, a briefing held daily at 8 or 8:30 AM is one of the most useful means of delivering information. This is an opportunity for the SOSC and other spokespersons to brief the press and answer their questions, and for other key staff members to follow up with important data. For example, if applicable, ADF&G should present information on wildlife and fisheries impacts, or public health authorities may offer their findings on contamination of local subsistence foods. It is the information officer's duty to work with the SOSC to prioritize the information according to importance, point out backup factual material and other sources, provide written information for distribution and conduct the press briefing.

Early morning is the best point in the day for the information officer to coordinate the day's press activities and ensure that everyone receives written information and background facts. These press briefings may relieve the SOSC and other spokespersons of some of the pressure of interviews throughout the remainder of the day, as well as free reporters to proceed with field work. The early hour also means that east coast deadlines can be met.

News Releases, Fact Sheets, Background Papers -- News releases should be reserved for announcements of major decisions, policy changes, or new developments. They must report on items that are actually news, should summarize issues clearly and provide quotes from State decision-makers that encapsulate and clarify the State's positions. Distribution should be to affected communities and all response agencies in addition to the media.

Fact sheets should be prepared and updated regularly to present key data needed by the press or the public, such as amounts of oil or hazardous substance spilled or cleaned up or wildlife mortalities. Background papers should be written to amplify and clarify complex issues and the State's related actions and policies.

Desktop publishing technology should be utilized in the public information office from the outset of the spill for rapid production of documents that communicate effectively.

The Spill Bulletin -- This simple but essential publication is one of the key vehicles for conveying information about the spill response. It is produced several times daily by the **liaison**

officer/recorder, a staff member with technical spill and environmental expertise who works closely with both the information officer and the spill management team. The liaison officer keeps track of the changing status of the response and records the information in brief, summarized informational "bullets". The bulletin is faxed to communities, other response agencies, the Governor's Office, DEC Commissioner's office, director's offices and others who require the information. With SOSC approval, the bulletin may also be made available to the media through the information officer.

Mapping -- Oil, chemicals or toxic gases often present increasing dangers to resources and public health because of their tendency to move after being released into the environment. The location of the spill, and the changes in location, are thus essential pieces of information for local residents, communities and the media. The spill information office should obtain maps from DEC's technical mapping team and make them available on a continuing basis. They can also be attached to the Spill Bulletin.

Core Public Information Team -- When a spill occurs, the following, <u>as needed</u>, will form a core group to serve as nucleus of a public information team: director of affected division, section chief or regional supervisor, district office manager, on-scene information officer and Commissioner's Office information officer, Governor's press secretary, ADF&G information officer, DES and DNR information officers.

<u>Checklist</u>

No two emergencies are identical. Each event will challenge the information officer's skills in communication, organization, diplomacy and, not least of all, handling one's own personal stress. The individual must design the best response possible, flexibly and creatively, to meet the given situation. The following checklist, intended as an aid to the basics, is offered as a starting point for the spill information officer-in-training. It should be supplemented and re-arranged as needed:

Pre-planning

- Maintain up-to-date information on the major facilities in the state. Include a file of relevant facts on the industries and the major environmental and public health resources near facilities.
- Review major oil and hazardous substance transportation routes and examples of vessel and facility contingency plans.
- At both home and office, keep a kit with communications

information for Alaska locales including community and media contact lists.
• Participate in spill drills.

At the Scene
• Initial coordination with SOSC and spill response team
• Make all notifications, as needed:
  -DEC information officer in Commissioner's Office
  -Governor's press secretary
  -ADF&G public information office and other state agencies as needed (DNR, DES)
  -Coast Guard or EPA press officers
  -Spiller's press officer or press spokesperson: clarify and affirm State's role as chief articulator of impacts on state resources or state residents
• Identify Liaison Officer/Recorder and determine when first Spill Bulletin will be published
• Initiate first press release with basic facts on spill, distribute as soon as possible
• Identify additional staffing, office, equipment needs if any and submit to SOSC or office administrator
• Open communication channels with affected communities, assist SOSC in keeping local community leadership informed
• Log in press calls, record names, phone and fax nos. of reporters
• Initiate video and still photography team
• Arrange to obtain maps from mapping team, with regular updates
• Work with SOSC to set up first press briefing
• Attend key staff coordination and update meetings
• Identify where reporters and TV crews may go, and if necessary assist them in getting there

News Briefings
• Coordinate with SOSC: who will be spokesperson(s), subject matter to be covered, other state staff required, backup materials, time limit.
• Develop list of probable questions for SOSC
• At beginning of briefing, introduce yourself and speakers, give titles and spelling of names, indicate subject matter to be covered
• Note or tape questions and answers for follow-up

Type of Information for Release
• Names and contact phones to obtain information on the spill
• Exact location of the incident, including the proper name of site, commercial entity name
• Time and date of incident
• Type of substance spilled, nature of incident (fire, explosion, oil spill, etc.), and size, and effects to date on humans or

OIL SPILL MEMORANDUM OF CO-OPERATION

Between the

Province of British Columbia

the

State of Washington

the

State of Oregon

and the

State of Alaska

June 1989

OIL SPILL
MEMORANDUM OF CO-OPERATION

Whereas the Province of British Columbia (the "Province") and the States of Washington, Alaska and Oregon (the "States") have a mandate to enhance the environment and protect it from oil spills; and

Whereas the Province and the States share and manage common transboundary fish and wildlife particularly in and near the waters of the Pacific Ocean; and

Whereas the Province and the States concur that such fish and wildlife and the supporting environment must be given the fullest protection from damage caused by spills and other discharges of oil; and

Whereas it is paramount to maintain and improve a co-ordinated response to prevent, reduce, or overcome the effects of an oil spill in our respective waters, within the framework of the Canada–U.S.A. Joint Marine Pollution Contingency Plan; and

Whereas the future requires continued need for co-operation in preventing or abating oil spills in the aforementioned waters, including the participation of the Federal Governments of Canada and the United States;

Now therefore, in recognition of the spirit of co-operation which has characterized their efforts thus far, the Province of British Columbia, through its Premier, the Honourable W. N. Vander Zalm, and the State of Washington, through its Governor, the Honorable Booth Gardner, the State of Oregon, through its Governor, the Honorable Neil Goldschmidt, and the State of Alaska, through its Governor, the Honorable Steve Cowper, join together in this memorandum of co-operation pertaining to the resolution of mutual problems of oil spill pollution in the aforementioned waters. In this regard the Province and the States have formed an Oil Spill Task Force to develop co-ordinated programs for oil pollution prevention, abatement and response.

The Task Force is chaired jointly by the British Columbia Deputy Minister of Environment, the Washington Director of Department of Ecology, the Oregon Director of Department of Environmental Quality, and the Alaska Commissioner of Department of Environmental Conservation. To ensure future effective co-ordination of intergovernmental efforts, representatives of each government will be appointed to maintain this memorandum. This responsibility will be included in the job descriptions of these representatives and written notification of their appointment will be provided to all other parties to this memorandum. These representatives will meet annually to review progress and plan future co-operation. Four subcommittees have been established to address:

(1) Prevention Alternatives

(2) Technology Sharing

(3) Emergency Response

(4) Financial Recovery.

Issues addressed by the subcommittees will include:

(1) the creation of a joint emergency response plan;

(2) an evaluation of capabilities and technologies for spill prevention, response and containment;

(3) a review of tanker safety, routes and operating requirements;

(4) an inventory of equipment, material, and personnel available to either the Province or the States for use in oil spill control and clean-up operations;

(5) joint spill response drills and training.

The duration of this memorandum is intended to be perpetual, but each party may terminate at will its agreement by giving written notice to the other parties.

The parties do not intend by this memorandum to create any separate legal or administrative entity.

Each party shall bear its own expenses of co-operating pursuant to this memorandum.

Signed this 16th day of June 1989.

The Honourable W. N. Vander Zalm
Premier, Province of British Columbia

Signed this 16th day of June 1989.

The Honorable Booth Gardner
Governor, State of Washington

Signed this 31st day of August 1989.

The Honorable Steve Cowper
Governor, State of Alaska

Signed this 3rd day of July 1989.

The Honorable Neil Goldschmidt
Governor, State of Oregon

Signed this 9th day of November 1989.

George Deukmejian

The Honorable George Deukmejian
Governor, State of California

- ADEC/USDOI PIPELINE OFFICE
- EPA/OFFICE OF THE FEDERAL INSPECTOR
- OSC DESIGNATIONS FOR TAPS BY EPA
- AK PIPELINE OFFICE/USCG

INTERAGENCY SUPPORT AGREEMENT/ARRANGEMENTS

The following documents are under review by the Department of Environmental Conservation. Agreements that are outdated or need revising will be renegotiated by the Department during the upcoming year.

a) Memorandum of Understanding between the Alaska Department of Environmental Conservation and the United States Department of the Interior/Alaska Pipeline Office regarding responsibilities for pipeline related oil spill and other pollutants. ADEC basically will perform in an advisory role to the Alaska Pipeline Office and function as a clearing house for other state agencies.

b) Delegation of Oil Spill Enforcement Authority to the Agency Authorized Officer for the United States Environmental Protection Agency from the Office of the Federal Inspector for the Alaska Natural Gas Transportation System.

c) Letter referring to OSC - responsibility delegation by EPA to office of Special Projects, Bureau of Land Management for spills originating from the TAPS Pipeline within its corridor on Federal lands, while the State of Alaska has been designated OSC for all oil spills incidental to the operations and maintenance of the pipeline on State or private lands.

d) Memorandum of Understanding between the Alaska Pipeline Office and Seventeenth Coast Guard District clarifying objective roles and responsibilities: The APO will perform as OSC for all TAPS related oil spills that enter or threaten inland waters and the U.S.C.G. will be the OSC for all spills that enter coastal waters.

DEPARTMENT OF THE INTERIOR

ALASKA PIPELINE OFFICE

808 E Street, Anchorage, Alaska 99501

STATE OF ALASKA

DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Pouch O, Juneau, Alaska 99811

MEMORANDUM OF UNDERSTANDING BETWEEN THE ALASKA PIPELINE OFFICE, DEPARTMENT OF THE INTERIOR AND THE STATE OF ALASKA, DEPARTMENT OF ENVIRONMENTAL CONSERVATION CONCERNING RESPECTIVE RESPONSIBILITIES IN CONNECTION WITH SPILLS OF OIL AND OTHER POLLUTANTS FROM THE TRANS-ALASKA PIPELINE SYSTEM. THIS MEMORANDUM IS IN CONCERT WITH THE REQUIREMENT FOR FEDERAL-STATE COORDINATION AND CONSULTATION CONTAINED IN EXECUTIVE ORDER 12088.

I. The Federal government and State of Alaska have concurrent responsibility for oil and hazardous materials spill prevention, control, and clean-up for the Trans-Alaska Pipeline System.

II. The Clean Water Act of 1977 provides that federal officials in the performance of their official duties are subject to all state requirements respecting control and abatement of water pollution.

III. This agreement delineates responsibilities of the Alaska Department of Environmental Conservation (ADEC) and the Alaska Pipeline Office (APO) of the Department of the Interior regarding all oil and hazardous material spill prevention, control, clean-up and restoration activities except those affecting marine waters.

IV. The Alaska Pipeline Office of the Department of the Interior has the responsibility for insuring Permittee compliance with the terms and conditions of the Federal Agreement and Grant of Right of Way for the Trans-Alaska Pipeline in relation to oil and hazardous material spill prevention, control, clean-up and restoration.

V. In addition, the U.S. Environmental Protection Agency under the Clean Water Act of 1977 (PL 95-217) has responsibility for oil and hazardous material spill clean-up and control into inland waters. EPA has predesignated the Authorized Officer (AO) of the Alaska Pipeline Office as Federal On-Scene Coordinator (FOSC) for all pipeline related spills that get into or threaten to get into inland waters.

VI. The State of Alaska through the Department of Environmental Conservation has statutory and regulatory responsibilities for oil and hazardous material spills which affect the lands and waters of the State. The Regional Supervisors of the Department have been designated as State Spill Coordinators (SSC) (State equivalent to the Federal OSC) for the lands and waters of the State within their respective regions.

A. APO and ADEC will keep each other advised of any change or modification in the pipeline or pipeline operation that could influence the magnitude or potential for an oil spill.

B. APO will perform as OSC[1] and be the single point of contact for Alyeska for all spills of oil or other hazardous materials related to the Trans-Alaska Pipeline that originate on Federal lands. ADEC will perform in an advisory role and as a clearing house for other State agencies. (See also Attachment 1).

C. The ADEC will perform as State Spill Coordinator and be the single point of contact for Alyeska for all spills of oil or other hazardous materials related to the Trans-Alaska Pipeline that originate on State and private lands. APO will perform in advisory role and as a clearing house for other Federal agency input. (See also Attachment 1).

D. APO will perform in a monitoring role of all spills of oil or other hazardous materials which threaten or enter navigable waters of the United States regardless of the point of origin or adjacent land ownership, unless the spiller fails to meet the requirements set forth in Section 311 (b) (5) or (c) (1), of PL 95-217 for containment, control, clean-up and disposal of the spilled material and the State (ADEC) is unable to enforce Federal and State requirements upon the spiller, APO would take over and direct clean-up activities. (See also Attachment 1).

---

[1] The OSC as used herein is as defined in the National Oil and Hazardous Substances Pollution Contingency Plan and is the single point of contact for the spiller (Alyeska Pipeline Service Company) during any spill situation.

E. The first person on the scene of an oil spill from the APO or the ADEC will perform as OSC irrespective of land ownership until the responsible agency OSC arrives as set forth in Paragraphs A and B above.

F. The ADEC shall be responsible for taking necessary samples and performing investigative work on any spills on State or private lands. The APO may take samples and perform investigative work to supplement that done by the Department of Environmental Conservation.

G. APO and ADEC will both prepare enforcement referrals for submittal through respective Federal and State channels regardless of which one is performing the primary monitoring role.

H. The APO and the ADEC shall provide each other with copies of all reports prepared for any spill to include but not to be limited to sample test results, final reports, and POLREP reports.

I. Disposal of recovered oil or hazardous materials and oil soaked debris shall be in accordance with ADEC regulations and permits requirements and also with APO requirements on Federal lands.

Nothing herein is intended to conflict with current ADEC or Department of the Interior directives or regulations or the EPA Region X Oil and Hazardous Materials Pollution Contingency Plan for Inland Water. If the terms of this Agreement are inconsistent with existing directives of either of the agencies entering into this Agreement, then those portions of this letter which are determined to be inconsistent shall be invalid; but the remaining terms and conditions of this letter not affected by any inconsistency shall remain in full force and effect.

Commissioner
Department of Environmental Conservation

Date: DEC 5 1978

Authorized Officer
Alaska Pipeline Office

Date: DEC 5 1978

OIL OR HAZARDOUS MATERIALS SPILL

MONITORING RESPONSIBILITY CHART

The FOSC or SSC have monitoring responsibilities as shown below.

Spill Location	Monitoring Role: Principal	Monitoring Role: Advisory
Spill originates on Federal lands and:		
1. Is terrestrial only	FOSC[1] (APO)	SSC[1] (ADEC)
2. Gets into Inland Waters	FOSC[1] (APO)	SSC[1] (ADEC)
3. Threatens Inland Waters	FOSC[1] (APO)	SSC[1] (ADEC)
Spill originates on State lands and:		
1. Is terrestrial only	SSC[2] (ADEC)	FOSC[2] (APO)
2. Gets into Inland Waters	SSC[2] (ADEC)	FOSC[3] (APO)
3. Threatens Inland Waters	SSC[2] (ADEC)	FOSC[3] (APO)
Spill originates on Private lands and:		
1. Is terrestrial only	SSC[2] (ADEC)	FOSC[2] (APO)
2. Gets into Inland Waters	SSC[2] (ADEC)	FOSC[3] (APO)
3. Threatens Inland Waters	SSC[2] (ADEC)	FOSC[3] (APO)

---

1 See Paragraph B
2 See Paragraph C
3 See Paragraph D

Office of the Federal Inspector

Alaska Natural Gas Transportation System

Federal Building, Suite 107
605 4th Avenue
Anchorage, Alaska 99501

D0005550

FEB -4 1982

RECEIVED
FEB 05 1982
STATE OF ALASKA
DEPT. OF ENVIRON. CONSERVATION

Mr. John R. Spencer
Regional Administrator
Environmental Protection Agency
Region X, Mail Stop 613
1200 6th Avenue
Seattle, Washington 98101

Dear Mr. Spencer:

This letter represents the formal transmittal of the enforcement authority for oil spill response as contained in the Clean Water Act to the Environmental Protection Agency (EPA) Region X. As set forth in the enclosed delegation order, the authority for oil spill response was transferred to the Office of the Federal Inspector for the Alaska Natural Gas Transportation System (OFI) via Reorganization Plan No. 1 of 1979. However, the OFI has determined that the delegated enforcement authority can be exercised more efficiently through the use of EPA's resources, experience and expertise.

Accordingly, the order delegates the enforcement authority for oil spill response to the EPA Agency Authorized Officer (AAO) pursuant to the Reorganization Plan. As stated in the order, the AAO in turn will have EPA Region X perform the delegated functions.

As the EPA AAO, I hereby notify the Regional Administrator for EPA Region X that the EPA will be the federal agency primarily responsible for the administration and enforcement of the on-the-scene oil spill response provisions of the Clean Water Act. Consistent with the delegation order, EPA will have the primary oversight authority to respond to oil spills resulting from the construction and initial operation of the the Alaska segment of the Alaska Natural Gas Transportation System which enter or present a threat to the inland navigable waters of the U.S. or their tributaries.

Further, the delegation order clearly contemplates the EPA designating the on-the-scene response authority for oil spills with the State of Alaska. The OFI will exercise primarily a consultative role through the EPA AAO and the Regional Response Team.

Sincerely,

Earl N. Kari
EPA Agency Authorized Officer

Enclosure

cc: J.Rhett, OFI
A.Mathews, OFI

OFFICE OF THE FEDERAL INSPECTOR FOR THE

ALASKA NATURAL GAS TRANSPORTATION SYSTEM

Order No. 4

Delegation of Oil Spill Response Enforcement Authority to the Agency Authorized Officer For The United States Environmental Protection Agency.

AGENCY: Office of the Federal Inspector for the Alaska Natural Gas Transportation System

ACTION: Delegation of Enforcement Authority

SUMMARY: The Office of the Federal Inspector (OFI) is an independent agency of the Executive Branch established by Reorganization Plan No. 1 of 1979, which was put into effect by Executive Order 12142 of June 21, 1979, 44 Fed. Reg. 36927 (June 25, 1979). The OFI has been transferred the enforcement authority of various federal agencies via the Reorganization Plan No. 1 of 1979. This order delegates the enforcement authority for oil spill responses, 33 U.S.C. §1321 et. seq., for the Alaska segment of the Alaska Natural Gas Transportation System (ANGTS) to the Agency Authorized Officer (AAO) for the U.S. Environmental Protection Agency (EPA). The proviso for such a delegation to the AAO is contained in Section 202(a) of the Reorganization Plan No. 1 of 1979.

EFFECTIVE DATE: Upon publication in the Federal Register

FOR FURTHER INFORMATION CONTACT:

Mr. Earl Kari
Agency Authorized Officer
Environmental Protection Agency
605 W 4th Avenue
Anchorage, Alaska 99502
(907) 271-3668

Ms. Marcia D. Connelly
Attorney-Advisor
Office of the General Counsel
Office of the Federal Inspector (ANGTS)
Room 3407, Post Office Building
1200 Pennsylvania Avenue, N.W.
Washington, D. C. 20044
(202)275-1144

SUPPLEMENTARY INFORMATION:

I. Background

The Office of the Federal Inspector (OFI) was established by Reorganization Plan No. 1 of 1979, which became effective via Executive Order 12142 (June 21, 1979). The OFI has the exclusive responsibility for the enforcement of all federal statutes relevant in any manner to the pre-construction, construction and initial operation of the Alaska Natural Gas Transportation System (ANGTS). Enforcement is broadly defined in the Reorganization Plan, Section 102; "enforcement for purposes of this transfer of functions includes monitoring and any other compliance or oversight activities reasonably related to the enforcement process." Section 102(a) of the Reorganization Plan specifically enumerates the oil spill response and containment provisions of the Clean Water Act, 33 U.S.C. §1321 et. seq., as one of the statutes transferred from the EPA to the OFI for enforcement.

The legislative purposes of the oil spill containment provisions include the following: (1) prohibits the unlawful discharge of oil "into or upon navigable waters, adjoining shorelines * * *;" (2) imposes civil and criminal liability for oil spills; (3) designates federal agencies to oversee, monitor and enforce an orderly response to spills, including clean-up, containment and the reclamation of affected areas; and (4) requires the establishment of plans to prevent, contain and respond to spills.

This order delegates the enforcement authority for the oil spill response as required under the Clean Water Act to the Agency Authorized Officer (AAO) for the EPA pursuant to Section 202(a) of the Reorganization Plan. The AAO in turn will have EPA Region X perform the delegated functions. The EPA may coordinate on-the-scene response authority for oil spills with the State of Alaska. This delegation is consistent with the oil spill response provision, 33 U.S.C.§1321(c)(2)(A), which encourages the "assignment of duties and responsibilities among Federal departments and agencies in coordination with state and local agencies..." The OFI's Office of Environment has determined that the delegated enforcement authority can be exercised more efficiently through the use of the EPA's resources, experience and expertise.

The EPA will have the primary oversight authority to respond to oil spills resulting from the construction and initial operation of the Alaska segment of the ANGTS which enter or present a threat to the inland navigable waters of the U.S. or their tributaries. However, responsibility for enforcement of 33 U.S.C. §1321(j)(1)(C) and corresponding regulations, 40 CFR Part 112, relating to the establishment of Spill Prevention Control and Countermeasure Plans will be retained by OFI. EPA will not be delegated any responsibility for the enforcement of 33 U.S.C. §1321(j)(1)(c).

II. Delegation of Enforcement Authority for Oil Spill Response to the Agency Authorized Officer for the U.S. Environmental Protection Agency

(A) The OFI delegates the enforcement authority for oil spill response for the Alaska segment of the ANGTS to the AAO for the EPA. The AAO in turn will have EPA Region X perform the delegated functions consistent with applicable federal laws, including the Alaska Natural Gas Transportation Act, the Reorganization Plan Section 202(c), the Department of Interior Right-of-Way Grant and Stipulations and this

delegation order. The EPA may coordinate on-the-scene response with the State of Alaska. This delegation in no way affects the enforcement authority of the Coast Guard under 33 U.S.C. §1321.

(B) The EPA shall be the federal agency primarily responsible for the administration and enforcement of the on-the-scene oil spill response provisions of the Clean Water Act, 33 U.S.C. §1321 et. seq.

(C) The EPA shall provide the primary organization in response to oil spills resulting from the construction and initial operation of the Alaska segment of ANGTS which enter or present a threat to the inland navigable waters of the U.S. or their tributaries.

(D) The EPA shall receive notification and conduct the initial response for all spills within the ANGTS corridor. Response to all spills shall be processed to completion by EPA in accordance with the Reorganization Plan §202(c), Department of Interior Right-of-Way Grant and Stipulations and this delegation order.

(E) EPA shall process all bills and expenditures which are eligible for reimbursement from the Coast Guard Revolving Fund as stipulated in 33 U.S.C. §1321(k).

(F) The EPA shall notify promptly the EPA AAO of any reported spill and keep the AAO informed of the progress for controlling, containing, cleaning up, disposing and reclaiming the affected areas. The EPA shall provide the OFI with any requested documents relating to a spill, clean-up, reclamation, and claims for reimbursement if requested.

(G) The OFI will be represented on the Regional Response Team (RRT). All coordination and consultation, except as otherwise set forth in this delegation order, will be exercised through the RRT.

(H) The EPA shall seek the consultation and obtain the concurrence of the OFI prior to the consummation of any agreement which may be made with

the State of Alaska in accordance with the Clean Water Act, § 33 U.S.C. §1321(c)(2)(A), and the National Contingency Plan or any arrangements made with any other entity.

(I) This delegation does not affect any delegation by EPA to the Trans-Alaska Pipeline System (TAPS) AAO for oil spills resulting from the TAPS.

(J) When the OFI is notified by third parties of any spill in the Alaska corridor of ANGTS, the EPA shall be notified promptly.

Dated: February 4, 1982

John T. Rhett
Federal Inspector

U.S. ENVIRONMENTAL PROTECTION AGENCY
REGION X
1200 SIXTH AVENUE
SEATTLE, WASHINGTON 98101

REPLY TO ATTN OF: MS 423

APR 8 1982

James H. Richardson, Manager
Office of Special Projects
Bureau of Land Management
Alaska State Office
701 C Street
Anchorage, Alaska 99513

Dear Mr. Richardson:

In early December you met with Dr. Gary O'Neal and Jim Willmann of my staff, as well as staff of the Alaska Department of Environmental Conservation (ADEC), to review the past year's operation of the Trans-Alaska Pipeline as it pertains to our On-Scene Coordination (OSC) agreement for oil spill response. It was agreed at that time that revisions to the agreement should be made reflecting new Alaska State oil spill legislation and activities relating to the Alaska Natural Gas Transportation System (ANGTS).

During those discussions it was agreed that your office be On-Scene Coordinator (OSC) for only those oil spills resulting from pipeline failures on Federal Lands. Therefore, I am rescinding immediately our agreement dated August 23, 1977, which designated your office as On-Scene Coordinator for all oil spills originating from the Trans-Alaska Pipeline. In its place, you are hereby designated OSC for only those spills originating from the TAPS Pipleline within its corridor on Federal lands. The State of Alaska ADEC has been designated OSC for all oil spills originating from the pipeline on State or private lands as well as those spills incidental to the operations and maintenance of the pipeline. In addition, the state will serve as EPA's OSC for all spills associated with Alaska Natural Gas Transportation System outside as well as within your designated corridor. This office is presently incorporating these added responsibilities within our agreement with ADEC.

The responsibilities of OSC remain in effect as defined in our earlier designation. It is hoped that the redefinition of areas of responsibilities between your office and ADEC will not only assist you in a more effective response program but clarify more clearly those jurisdictional boundaries to both the public and private sectors.

DEPARTMENT OF THE INTERIOR

ALASKA PIPELINE OFFICE

808 E Street, Anchorage, Alaska 99501

DEPARTMENT OF TRANSPORTATION

SEVENTEENTH COAST GUARD DISTRICT

P.O. Box 3-5000, Juneau, Alaska 99802

MEMORANDUM OF UNDERSTANDING BETWEEN THE ALASKA PIPELINE OFFICE, DEPARTMENT OF THE INTERIOR AND THE SEVENTEENTH COAST GUARD DISTRICT, DEPARTMENT OF TRANSPORTATION CONCERNING RESPECTIVE RESPONSIBILITIES IN CONNECTION WITH SPILLS OF OIL AND OTHER POLLUTANTS FROM THE TRANS-ALASKA PIPELINE SYSTEM UNDER THE FEDERAL WATER POLLUTION CONTROL ACT, AS AMENDED (33 U.S.C. 1321 et seq.) AND THE AGREEMENT AND GRANT OF RIGHT-OF-WAY FOR THE TRANS-ALASKA PIPELINE.

The Alaska Pipeline Office (APO) and the United States Coast Guard (USCG) both have statutory and regulatory responsibilities in connection with spills of oil and other pollutants from the Trans-Alaska Pipeline System (TAPS). The APO has been delegated the responsibility for insuring Permittee compliance with the terms and conditions of the Agreement and Grant of Right-of-Way for the Trans-Alaska Pipeline. In addition, the Environmental Protection Agency (EPA), under the provisions of the Federal Water Pollution Control Act, has designated the Authorized Officer (AO) as Federal On-Scene Coordinator(OSC) for all pipeline related spills. The USCG has responsibility for prevention and control

of oil or hazardous substance spillage under the Federal Water Pollution Control Act, as amended (33 U.S.C. 1321 et seq.) and for coordinating Federal agency response to spills.

To clarify the respective roles and responsibilities where they interface, the Authorized Officer, Alaska Pipeline Office and the Commander, Seventeenth Coast Guard District agree that the following provisions shall be observed in the exercise of their authority and the discharge of their responsibilities.

1. The APO will perform as OSC for all oil spills related to TAPS that enter or threaten to enter Inland Waters.

2. The USCG will perform as OSC for all oil spills related to TAPS that enter Coastal Waters.

3. For purposes of clarification, the delineation between Inland and Coastal Waters shall be as follows:

a. The Alaska Pipeline Office shall perform as On-Scene Coordinator (OSC) for any spills upstream of the Dayville Road Bridge across the Lowe River and the United States Coast Guard shall perform as OSC for any spills downstream from the bridge. For any spill that originate upstream of the Dayville Bridge but spreads downstream of the

bridge, the Alaska Pipeline Office and United States Coast Guard On-Scene Coordinators shall mutually assess the spill on a case-by-case basis to determine which will perform as the Federal OSC.

b. The dividing line between Coastal and Inland Waters in the vicinity of Prudhoe Bay shall be the interface of marine and fresh water at the mouths of the Sagavanirktok and Kuparuk Rivers. For any spill that originates upstream of that point but spreads downstream and into marine waters, the APO and USCG On-Scene Coordinators shall mutually assess the spill on a case-by-case basis to determine which will perform as the Federal OSC.

4. The first person on the scene of an oil spill from the APO or USCG will perform as OSC, irrespective of location, until the responsible agency OSC arrives as set forth in paragraphs 1, 2 and 3 above.

5. The APO and the USCG will assist, advise, and support each other upon request in any way it can, either directly or through the Regional Response Team.

6. Nothing herein is intended to conflict with current USCG or Department of the Interior directives or the Alaska Coastal Region Oil and Hazardous Substance Pollution Contingency Plan.

7. This Memorandum of Understanding shall be reviewed annually and shall continue in force until it shall be amended or terminated by mutual agreement.

Done this 26th day of October, 1978.

AUTHORIZED OFFICER
ALASKA PIPELINE OFFICE

COMMANDER
SEVENTEENTH COAST GUARD DISTRICT

- OIL SPILL PREVENTION STRATEGY
- PREVENTION MEASURES
- HAZARDOUS SUBSTANCE POLLUTION PREVENTION OVERVIEW
- OIL POLLUTION PREVENTION WORK PLAN

OIL POLLUTION PREVENTION PLAN

"A pint of prevention is worth barrels of cure"

I. OIL SPILL PREVENTION STRATEGY

Preventing oil spills is clearly the best path to reducing oil pollution. The state's oil spill prevention strategy is based on a balance between establishing and communicating prevention standards and expectations on the one hand and, on the other, verifying compliance. This strategy relies on a community-wide commitment to take every possible precaution against spills and on stiff penalties for those who fail to prevent them.

The state's comprehensive prevention program includes:

- REGULATIONS Developing, with public and industry participation, meaningful regulations for major oil production and handling operations.

- EDUCATION Developing public and industry prevention education and awareness programs.

- PLANNING Developing prevention plans including:

  Site assessment
  Siting criteria
  Design criteria
  Operations procedures
  Staffing and training

- VERIFICATION Developing a range of compliance verification programs, including:

  Industry Permit and Prevention Plan Review
  Technical Assistance
  Inspections
  Citizen Oversight

- FOLLOWUP ACTIONS including:

  Spill Reports
  Corrective Action
  Enforcement

In addition to state authority there are volumes of Federal regulations and authorities established by the Environmental

Protection Agency, Department of Transportation, Department of the Interior and the U.S. Coast Guard that have application in preventing oil and hazardous substance spills. These are far too numerous to list completely, but include regulations pertaining to all forms of transportation, production of oil on the Outer Continental Shelf beyond state waters, and safe handling, storage and packaging for hazardous materials.

Where the state lacks authority, the state will work to ensure that the federal government implements and enforces federal regulations consistent with the needs and interests of Alaskans.

Regulations alone cannot be expected to prevent pollution. All Alaskans must make a commitment to preventing pollution of our environment. Nonregulatory/voluntary requirements and standards have already been adopted by many of Alaska's citizens and businesses. These efforts need to be recognized, encouraged, and enhanced through technical assistance programs and public education.

The State will continue to encourage industry, through voluntary and regulatory efforts, to adopt the best available prevention standards and technology. State law gives ADEC the option of reducing minimum response planning standards for vessel and facility contingency plans if those plans demonstrate that prevention measures significantly reduce the risk of oil discharges. The purpose of this to encourage industry to develop and implement prevention technology.

Citizen oversight in planning and regulatory procedures must continue to ensure that government and industry honor their commitments and ensure that communities can make informed decisions about what constitutes acceptable levels of risk.

Regulatory agencies must enforce laws governing the safe handling of oil and other hazardous substances.

Education and public awareness efforts are being carried out through newsletters, inspections, direct contact with operators, answering requests for information, preparing technical bulletins, and through the Pollution Prevention Technical Assistance Hotline at (907) 465-2671 (state business hours).

ADEC and other agencies are considering implementation of many prevention recommendations from citizens, the State Oil Spill Commission, the States/British Columbia Task Force report, and other sources. These recommendations cover such areas as program development, procedural and policy changes, Legislative requests, and agreements with other state and federal agencies.

New legislation (Chapter 191, SLA 1990) has also greatly improved

ADEC's ability to actively work on oil pollution prevention by adding much needed personnel and authority, including the authority to require oil pollution prevention plans and to provide incentives for industry to utilize new technology and innovative prevention techniques. The new legislation also upgrades the approval criteria for facility and vessel, regional and statewide contingency plans.

The State will continue to work with the federal government on issues such as controlling vessel operations to ensure a high level of safety in Alaska's waters.

The state's oil pollution prevention strategy will be carried out through implementation of the PREVENTION WORKPLAN. Prevention initiatives for substances other than oil are listed at the end of this Appendix.

II. PREVENTION MEASURES

The following list of specific spill prevention measures is intended for use as a guide for policy makers and others contributing to the implementation of prevention strategy in Alaska. For further information on any of the specific activities listed, contact the Department of Environmental Conservation, Spill Prevention, Planning and Management Section at **(907) 465-2630.**

FACILITY, TERMINAL AND VESSEL INSPECTIONS

Local ADEC officials will perform facility, terminal, and vessel inspections as resources allow. Operations with a history of poor safety and/or spills may be subject to more frequent inspections. Both the inspectors and the inspected need to keep in mind that the primary purpose of inspections is to prevent spills. Areas of special concern include:

Site, Operation, and Contingency Plans
Secondary Containment
Operating Procedures
Equipment Inventory
Emergency Response Readiness
Transportation Activities
Vehicles/Trucks
Accident/Incident Histories

READINESS DRILLS

As even the best prevention systems are still prone to failure due to operator-error, sabotage, and acts of God, industry and government must maintain the ability to respond quickly and effectively to spills. To be effective, industry, cooperative

response organizations, and local, state, and federal government responder's plans and strategies must be continually drilled, debugged, and updated. Telephone drills, the simplest type of drill, entail testing the notification system. Table-top drills require assembling response organization representatives in one or several locations and can run into the hundreds of thousands of dollars, but do not necessarily require mobilizing equipment or sending people into the field. A full-scale field drill could cost millions. Drills can be announced or unannounced.

SHIPPING SAFETY

The State of Alaska is working closely with the U.S. Coast Guard to improve shipping safety. Marine transportation casualties pose the greatest likelihood of producing catastrophic spills. Therefore, every aspect of shipping warrants a great deal of attention. These aspects include:

Vessel Control and Navigation:

A number of approaches offer promise in reducing the likelihood of shipping casualties related to navigation and vessel traffic, including:

Radar
Navigation Aids
Navigation Risk Analysis
Escort Vessels
Tanker Free or Exclusion Zones
Use of Licensed Pilots
Weather Forecasting
Restrictions/Prohibitions of Tanker Travel
a) Weather
b) Traffic Patterns
c) Safety Standards
d) Autopilot Systems in Critical Areas

Ship Design and Operations:

According to published accounts, because of rough conditions in the Gulf Of Alaska, the tanker fleet serving Alaska is aging faster than any other fleet in U.S. waters. This fact must be addressed to prevent catastrophes resulting from structural failure. In addition, a number of design modifications could significantly reduce the likelihood of accidental discharges. Ship design and operations are under the jurisdiction of the US Coast Guard, and are the primary responsibility of that agency. Vessel owners and operators can also play a huge role in prevention through voluntary efforts beyond legal requirements. Prevention measures include:

Training
Vessel Inspections
Vessel Retirement
Pilot Requirements
Crew Size and training
Minimum Operating Safety Standards
Double bottoms, hulls, segregated ballast
Wing tanks
Tank Compartmentalization
Ballast Tank Location
Vacuum Systems for Oil Containment
Size limits
Tank size limits
Autopilot Alarm Systems
Electronic Navigation Systems and Warning Devices
Voyage Data Recorders on all Merchant Vessels
Emergency Response Systems and On-Board Equipment
Emergency Towing Packages in case of Vessel Disability
Minimum Specifications for Crew Sizes
Crew Conduct and Training
Drug and Alcohol Testing
Mandatory Oil Response Training for Tug Crews

STATE AGENCY REVIEWS

Oil spills also result from crude oil exploration, production, and storage, and from petroleum product manufacturing, transportation, storage, transfer, and consumption. State agencies can help prevent spills by closely monitoring those activities and related regulations and documents. Prevention considerations and activities include:

Contingency Plans
Permitting
Leasing
Agency Regulations
Incident Diagnostics (Spill Investigation)

EDUCATION, TRAINING, AND CERTIFICATION

Education about oil pollution effects, spill avoidance, and the difficulty of recovering escaped oil will play a key role in prevention. Those whose handle crude and refined oil particularly need to be trained in spill prevention and response. Education efforts should target:

General Public
Industries
Government Agencies
Operations and Response Manuals
Fuel and Cargo Handling Procedures

RESEARCH/EVALUATION

As long as society consumes oil, oil will be spilled. The following measures for reducing the amount, rate, and patterns of transportation and consumption may reduce the likelihood of spills and should be investigated:

Energy Conservation: National and State Energy Plans
Transportation Safety and Alternatives Assessments
Pipeline Vs. Tanker Routes
Alternative Energy Development
Recycling of Oil Products
Background Monitoring
Coastal Sensitivity Mapping
Weather and Ocean Current Patterns
Facility Design and Construction
Containment, Clean-up Technology
Heavy and Other Oil Recovery Methods
Statewide, Computerized Database
Data sharing

CITIZEN ROLES

Consumption Reduction
  a) Voluntary Efforts
  b) Add Environmental Costs to Purchase Price
Recycling Petroleum Products
Public Policy Participation
Develop Prevention Statutes/Regulations
Risk Assessment
Volunteer Response Activities
Pleasure Craft Compliance with Hazardous Waste Disposal
Citizen Advisory and Oversight Councils

INDUSTRY ROLES

Industry Response Organizations
"Responsible Party" Leadership
Vessel & Facility Contingency Plans
Best Available Technology for Facility and Equipment Design
Staff Training
Emergency Response Readiness
Designated Response Staff
On-Site and Cooperative Equipment and Response Depots
Fiscal Responsibility
Public Policy Participation
Voluntary and Regulatory Compliance
Spill Compensation and Insurance Policies

III. HAZARDOUS SUBSTANCE POLLUTION PREVENTION OVERVIEW

Though not part of the oil pollution prevention plan, there are several ongoing and newly initiated programs and activities that directly or indirectly address prevention of hazardous substance pollution. Before a comprehensive approach to planning hazardous substance prevention can be developed, the state must determine how involved it will be in regulating hazardous materials. Currently the state has little authority to regulate storage, shipment and handling of hazardous materials, though many of these activities are regulated under federal law. Until this issue is resolved, the state will focus on non-regulatory means of encouraging prevention of hazardous material pollution. Current prevention related activities are summarized below.

STATE EMERGENCY RESPONSE COMMISSION (SERC)

The Alaska State Emergency Response Commission (SERC) was originally established by the federal government under the Emergency Planning and Community Planning portion (Title III) of the Superfund Amendments and Reauthorization Act (SARA) in 1986. That law gives citizens the right to know what hazardous substances are being used, stored, or manufactured in their communities and encourages them to prepare emergency plans for responding to releases. House Bill 566 passed by the Alaska legislature during the 1990 session established SERC in state statute and provided funding for implementation. The state legislation requires the SERC to implement SARA Title III in Alaska, broadened the definition of hazardous substance to include oil, and calls for local, regional, and statewide plans that are well-integrated and coordinated with each other and with federal and facility and vessel plans.

The SERC has approved the establishment of 5 Local Emergency Planning Committees (LEPCs) and three more have applied for approval. Once formed, the LEPCs will develop Local Emergency Planning Districts (LEPDs) and, subsequently, Local Emergency Response Plans. Prevention of oil and hazardous substance spills will be an important focus in these local plans.

PERMIT REVIEWS

ADEC, ADNR and ADFG play an active role in ascertaining that proposed waste disposal, construction, mining, oil production and exploration, and other activities are carried out in an environmentally sound manner through reviewing permit applications. These agencies may require hazardous substance pollution prevention plans as a condition of issuing permits if hazardous substances will be present and pose a threat to human life or the environment.

MULTI-MEDIA POLLUTION PREVENTION TECHNICAL ASSISTANCE PROGRAM

In 1990, the Alaska Legislature passed the Management of Solid and Hazardous Waste Act in recognition of business and community need for adequate information about methods to reduce, eliminate or recycle wastes of all types. The act also charged ADEC with providing technical assistance to Alaskans in prevention and reduction of all types of pollution. ADEC has initiated a technical assistance program, and is rapidly increasing its ability to help Alaskans reduce and prevent pollution in a non-regulatory role through free site assessments and assistance in development of pollution prevention plans for individuals and organizations. To streamline the flow of information to the public ADEC operates the Pollution Prevention Technical Assistance Hotline (465-2671 during state working hours) and produces Pollution Prevention Tips.

IV. OIL POLLUTION PREVENTION WORK PLAN

Regulations

Task: Research and evaluate oil pollution prevention measures for possible incorporation into prevention regulations. Develop incentives to encourage incentives to adopt prevention measures beyond those required by regulations.

Lead: ADEC, with contractor assistance and public participation through the working group described below.

Target date: Completion by summer 1991.

Task: Form a public technical work group to encourage participation in reviewing prevention contract work products and formulate ADEC's new oil pollution prevention program. The working group will be made up of five representatives each from agencies, public interest groups, and industry. Input from individual Alaskans is also being solicited.

Lead: ADEC

Target date: Representatives selected. First meeting March, 1991.

Task: Propose oil pollution prevention regulations, including industry incentives.

Lead: ADEC, with public participation

Target date: Summer, 1991.

Task: Conduct a survey of non-crude oil tankers and barges and report to the legislature with appropriate regulatory program recommendations, including oil pollution prevention.

Lead: Primary duty: ADEC, with contractor assistance

Target date: Report to the legislature by July 1991.

Task: Conduct a survey of non-crude oil facilities storing, handling or transporting more than 5,000 bbls and less than 10,000 bbls of refined oil products. The purpose of the study is to evaluate the need to lower the exemption for facilities required to submit oil pollution prevention and response plans under AS 46.04.030 from 10,000 bbls to 5,000 bbls, and to otherwise develop recommendations on how these facilities should be regulated to protect the environment.

Lead: ADEC, with contractor assistance.

Target date: Report to the legislature by January, 1992

Task: Finalize and implement the Underground Storage Tank regulations developed by ADEC during the fall of 1990. These regulations focus almost exclusively on oil pollution prevention and leak detection for buried oil tanks and providing technical and financial assistance to tank owners.

Lead: ADEC, with public review and hearings.

Target date: Final regulations by April, 1991

Task: Work with the US Coast Guard and other agencies to assure that oil pollution prevention regulations outside of the State's authority are promulgated and carried out in a manner consistent with the interests of the State. Examples include inspection frequency and content, design standards, crew size and training, navigation equipment, and vessel escorts for tankers.

Lead: ADEC

Target date: ongoing effort

Education/Technical Assistance

Task: Develop chronic/small spill prevention education strategies for various sectors including programs aimed at operators of fishing vessels, ferries, pleasure craft, ports, cruise ships and small boat harbors and marinas.

Lead: Primary duty: ADEC, USCG

Target date: As resources allow.

Task: Provide technical assistance to owners and operators of regulated and unregulated oil tanks and vessels, including cruise ships, ferries and fishing vessels. Assistance will include development of prevention checklists for use in owner self-inspection.

Lead: ADEC, USCG

Target date: As resources allow.

Task: Maintain the Pollution Prevention Technical Assistance Hotline: **465-2671**.

Lead: ADEC

Target date: Established Fall 1990.

Task: Increase financial and technical assistance for assessing and upgrading underground storage tanks.

Lead: ADEC

Target date: Ongoing, as resources allow.

Task: Support the PWS Steering Committee's and CISPRI's development of pollution prevention measures.

Lead: ADEC, CISPRI, PWSSC, RCAC, USCG, Tanker Owners Associations and Industry.

Target date: ongoing effort

Risk Reduction

Task: Review and recommend proposals to reduce tanker transportation related risks.

Lead: ADEC, RCACs, LEPCs, COC, Industry

Target date: 1992

Task: Update vessel traffic systems (VTS) and geographic positioning systems (GPS) to attain "failsafe" goal.

Lead: USCG, ADEC, RCACs and industry.

Target date: Ongoing

Task: Promote switch-over to double hull tanker vessels on a faster schedule than that required by OPA-90.

Lead: ADEC, with contractor and technical workgroup assistance.

Target Date: 1994 (regulations detailing planning standard modification for prevention measures 1991).

Task: Under OPA 90, establish specific escort requirements for tankers and barges vessels transiting high risk areas.

Lead: USCG, ADEC, RCACs, Industry

Target date: 1991

Compliance Verification

Task: Provide ADEC and industry with prevention inspection checklists and training.

Lead: ADEC jointly with USCG.

Target date: 1992.

Task: Increase routine inspections and surveillance of vessels and facilities.

Lead: ADEC jointly with USCG.

Target date: as resources allow.

Task: Develop MOU with USCG and EPA for cooperative vessel and facility inspections to include development of improved vessel structural inspection program.

Lead: ADEC, USCG and EPA.

Target date: Upon adoption of regulations now under development.

Follow-up Actions

Task: Review USCG marine casualty reports for groundings, collisions, near misses, fires, loss of power incidents and storm or other damage reports to identify unsafe practices or equipment and recommend changes in operating procedures and regulations.

Lead: ADEC and USCG.

Target date: Ongoing

Task: Submit the Final Western States/B.C. Oil Spill Task Force report to the state legislature with recommendations for changes in state law and programs that enhance pollution prevention.

Lead: ADEC

Target date: 1991 session.

Task: Take or refer appropriate enforcement action, including civil penalties and damage awards, against violato of oil pollution prevention measures and spiller to reinforce the need to prevent spills and mot. ate compliance.

Primary duty: ADEC, EPA, and USCG

Target date: ongoing effort, as staffing allows.

MASTER OUTLINE FOR REGIONAL PLANS APPENDIX B

REGIONAL OIL AND HAZARDOUS SUBSTANCE DISCHARGE PREVENTION AND CONTINGENCY PLAN

MASTER OUTLINE

Regional Boundary map showing region and neighboring regions

100 Spill Notification Procedures
(modify from State Master Plan)

200 Emergency Resources Lists
(Contact Names & #, Personnel, Equipment, & Facilities)

202.3 Local Government

Borough
First Class Cities
Second Class Cities
Third-Class Cities
Fourth Class Cities
Unincorporated Areas
Village and tribal councils

Industry
Coops
Community Response Centers
Contractors

202.2 State Government

202.21 Alaska Dept. of Environmental Conservation
202.22 Alaska Dept. of Fish & Game
202.23 Alaska Dept. of Natural Resources
202.24 Alaska Dept. of Health & Social Services
202.25 Alaska Dept. of Public Safety
202.26 Alaska Dept. of Military & Veteran's Affairs/DES

202.1 Federal Government
(15 RRT Agencies?)

202.11 U.S. Coast Guard
202.12 U.S. Environmental Protection Agency
202.13 U.S. Dept. of the Interior
202.14 U.S. Dept. of Commerce
202.15 U.S. Dept. of Agriculture

300 Emergency Response Procedures

(Modify from State Master Plan)

Procedures common to all responders in region

400 Regional Response Organizations

(Should briefly describe each plan, name of pre-designated OSC and emergency phone numbers)

301 Vessel & Facility Plans

Oil Terminal and Tanker Environmental Oversight and Monitoring Demonstration Program (Cook Inlet and Prince William Sound)

301.1 Oil Terminal Facilities and Oil Tanker Operations Association

302 Local Emergency Response Teams

303 Oil Spill Cooperatives

304 Environmental Consultants/Clean-Up Contractors

305 Volunteer Corps

600 Regional Facilities Hazards Profile

401 Off-shore Oil/Gas Production Platforms
402 On-shore Oil/Gas Production Facilities
403 Oil Terminals
404 Refineries
405 Miscellaneous Industrial Facilities
406 Fish Processing Facilities
Other gov't
pools water and wastewater treatment plants

For each facility, list:

Facility location; type;
Emergency Coordinator & Contact #
Hazard profile: inputs, products, by-products;
small, medium, catastrophic discharge;

Affected area/Evacuation needs;
Response capabilities: facility, community;
Response action plan

700 Regional Oil and Hazardous Substance Transportation Pattern

- 501 Ports and Marine Transportation
- 502 Rail Transportation
- 503 Highway Transportation
- 504 Oil/Gas Pipelines
- 505 Air Transportation

For each category, list:

Substances transported
Small, medium, and catastrophic releases
Designated routes, times, procedures for certain substances
Facility, community response capability
Response action plans

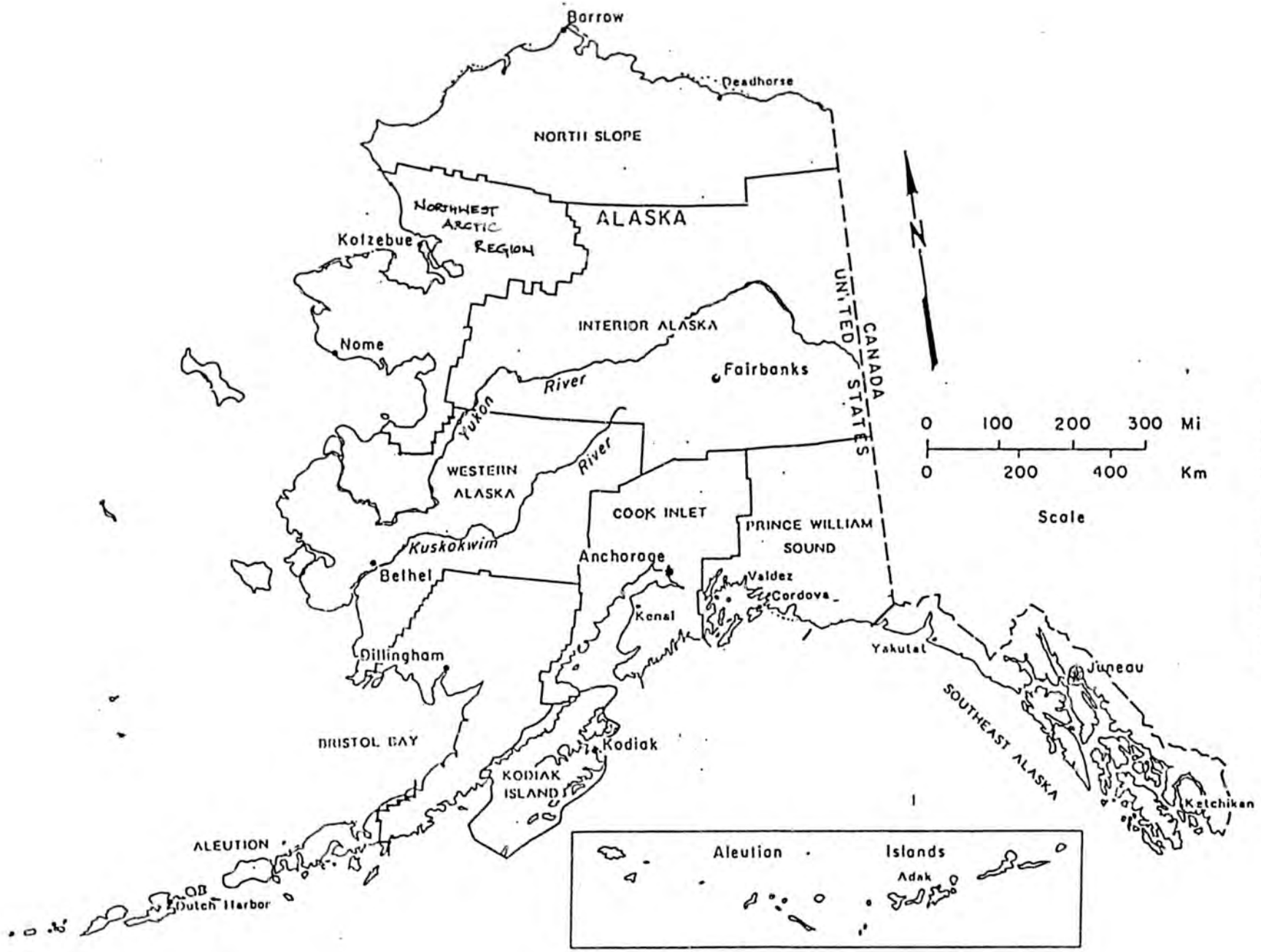
800 Regional Environmental Data

900 Regional Description

- 901 Geography
  - 901.1 Population Centers
- 902 Geophysical Hazards
- 904 Climatology and Hydrology
  - 904.1 Tides and Currents
- 906 Economy
- 908 Natural Resources

Local Emergency Planning Committees (LEPC's)

Citizen's Advisory Councils



REGIONAL BOUNDARIES MAP