Northwest Area Contingency Plan

2015

Also serving as the Region Ten Regional Contingency Plan
January 2015

This is the Sixteenth release (Change 16) of the Northwest Area Contingency Plan (NWACP). This plan serves as both the Area Contingency Plan and the Regional Contingency Plan for the northwest states of Washington, Oregon, and Idaho, two US Coast Guard Captain of the Port Zones (Puget Sound and Columbia River), and the US Environmental Protection Agency’s (EPA’s) Inland Zone. Federal, state, tribal, and local government representatives as well as representatives from commercial, non-profit, and private concerns continue to drive this planning effort from the ground up. For Washington, this document continues to function as the Washington Statewide Master Plan for oil spill and hazardous substance release response. For Oregon, the Oregon Emergency Response System Council approved the NWACP in June 1996 as the State’s oil and hazardous materials emergency response plan. (State of Oregon Emergency Management Plan, Volume II, Part 3). For Idaho, the Idaho Hazardous Materials/Weapons of Mass Destruction (WMD) Incident Command and Response Support Plan is the primary mechanism for initial response to HAZMAT incidents in Idaho and supports the Idaho Emergency Operations Plan (IDEOP) as well as this plan. All federal, state, tribal, and local response organizations in Oregon and Washington that are members of Regional Response Team 10 or the Northwest Area Committee should use this plan for responses to oil and hazardous materials spills, drills, and exercises. All federal, state, tribal, and local response organizations in Idaho that are members of Regional Response Team 10 or the Northwest Area Committee should use the Idaho Hazardous Materials Incident Command and Response Support Plan in conjunction with this plan for responses to oil and hazardous materials spills, drills, and exercises.

This plan supersedes the 2013-2014 release. There are a few substantive changes and additions to this version of the plan. In addition, the entire document has been reviewed and updated as appropriate, to reflect as up to date information as is possible. The following specific changes were made:

### Table of Contents Front Matter, Notifications, etc

<table>
<thead>
<tr>
<th>Subsection</th>
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<tbody>
<tr>
<td>NA</td>
<td>Moved Initial Emergency Communication information from 3300 to Required Notifications Section.</td>
</tr>
<tr>
<td>NA</td>
<td>Updated Initial Emergency Communication information to accurately reflect Natural Resource Trustee expectations and contacts for Department of Commerce (NOAA) and Department of the Interior.</td>
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### Chapter 1000 Introduction

<table>
<thead>
<tr>
<th>Subsection</th>
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<tbody>
<tr>
<td>1221</td>
<td>Added Department of Commerce and Department of the Interior to list of Area Committee members.</td>
</tr>
<tr>
<td>1231</td>
<td>Removed 1231. It is identical to 1500, and does not need to be in two sections.</td>
</tr>
</tbody>
</table>
### Northwest Area Contingency Plan

1910  Added definitions for Rail Car Owner, Rail Commodity Owner, Rail Consignee, Rail Shipper, Rail Trackage, Rail Transporter, Unit Train, Manifest Train, Consist

1920  Added acronyms FRA and PHMSA

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<thead>
<tr>
<th>Chapter 2000 Command</th>
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</thead>
<tbody>
<tr>
<td>2212</td>
<td>Added reference to Nonfloating Oil Tool (9412). Removed requirement to notify UC when a Group V Oil has been spilled, because they will have this information already.</td>
</tr>
<tr>
<td>2232</td>
<td>Added reference to Nonfloating Oil Tool (9412)</td>
</tr>
<tr>
<td>2233</td>
<td>Provided clarification on using ERG as a resource when responding to Bakken Oil discharges.</td>
</tr>
<tr>
<td>2230</td>
<td>Added Extreme weather to list of key safety aspects to be considered</td>
</tr>
<tr>
<td>2232</td>
<td>Added that divers responding to submerged oil should be on medical monitoring program.</td>
</tr>
<tr>
<td>2310</td>
<td>Added Federal Railway Administration to Federal Response Partners</td>
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<table>
<thead>
<tr>
<th>Chapter 3000 Operations</th>
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<tr>
<td>3420.4</td>
<td>Added section on Fast Water Oil Spill Response which includes definition of fast water, description of fast water response equipment and references for fast water response tactical manuals.</td>
</tr>
<tr>
<td>3430</td>
<td>Added contact information for NOAA trajectory modeling.</td>
</tr>
<tr>
<td>3500</td>
<td>Added section on Responding to Rail Incidents which includes authority, expected response actions and response resources.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chapter 4000 Planning</th>
<th>Detailed Change</th>
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<tbody>
<tr>
<td>4314</td>
<td>Updated compliance guidance for the Endangered Species Act</td>
</tr>
<tr>
<td>4617-4619</td>
<td>Updated In Situ Burning Policy and Plan to clarify process. Prior Pre-Authorization boundary remains in effect.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chapter 5000 Logistics</th>
<th>Detailed Change</th>
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<tbody>
<tr>
<td>5240</td>
<td>Removed section as it is not useful</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chapter 7000 Hazardous Substances Unique Information (including weapons of mass destruction)</th>
<th>Detailed Change</th>
</tr>
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<tbody>
<tr>
<td>7430</td>
<td>Updated language on Air Plume Modeling for hazardous materials to reflect that IMAAC services are now accessed through the Defense Threat Reduction Agency rather than Lawrence Livermore National Lab.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 9106 Response Partner Roles and Contacts</th>
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<tbody>
<tr>
<td>9106.1</td>
<td>Added detail to NOAA and DOI sections on their Role and triggers for a spill response.</td>
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</table>
### Section 9310  Northwest Wildlife Response Plan

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<tbody>
<tr>
<td>9310.12.7.1</td>
<td>Added section on Field Stabilization Trailer Deployment Logistical Considerations</td>
</tr>
<tr>
<td>9310.12.7.2</td>
<td>Added section on Mobile Oiled Bird Rehabilitation Unit (MRU) Deployment Logistical Considerations</td>
</tr>
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### Section 9314  Potential Mobile Oiled Bird Rehabilitation Unit Deployment Locations

<table>
<thead>
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<th>Detailed Change</th>
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<tr>
<td></td>
<td>NEW Tool. Describes logistical needs for deploying Mobile Oiled Bird Rehabilitation Unit and lists potential locations in counties within a 2 hour drive of the regions higher risk areas.</td>
</tr>
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### Section 9401  Permit Summary Table

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<tr>
<td>9401</td>
<td>Added explanation under Washington HPA Permit requirements explaining why EPA FOSC does not require an HPA Permit.</td>
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### Section 9404  Endangered Species Act Compliance Guide for Emergency Response

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>9404</td>
<td>Removed Take Matrix that used to be 9404 because it was not a useful tool. Replaced with NEW Tool to assist FOSCs comply with and document emergency consultation required by ESA.</td>
</tr>
</tbody>
</table>

### Section 9407  In Situ Burn Operational Planning Tool

<table>
<thead>
<tr>
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<tbody>
<tr>
<td></td>
<td>Updated entire In Situ Burning Operational Planning Tool provide guidance for following the process and completing forms.</td>
</tr>
</tbody>
</table>

### Section 9412  Nonfloating Oil Spill Response Tool

<table>
<thead>
<tr>
<th>Subsection</th>
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<tbody>
<tr>
<td></td>
<td>NEW Tool. Details fate and transport, detection, tracking, mapping and recovery of nonfloating oil.</td>
</tr>
</tbody>
</table>

### Section 9422  Shoreline Segmentation Guidance

<table>
<thead>
<tr>
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<tbody>
<tr>
<td></td>
<td>NEW Tool. Created guidance for segmentation of the shorelines within a Shoreline Cleanup and Assessment Technique process. Guidance includes a conversion table from Shorezone to ESI designations, recommended shoreline attributes to record, and a segment naming convention.</td>
</tr>
</tbody>
</table>

### Section 9703  Incident Object. and Command Forms for Oil Spills

<table>
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<tr>
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</table>
|             | Clarified and added to existing Incident Objectives tool. Incident Objectives boilerplate was simplified to reduce the number and detail of standard objectives. Additional forms often used by Command were added. These include an ICS-
### Subsection | Detailed Change
--- | ---
202A CG which captures Key Decisions/Procedures, Priorities and Limitations/Constraint and an ICS-233 CG Incident Open Action Tracker.

Geographic Response Plans (GRPs) exist for the all the coastal and many of the inland waters of Washington, Oregon, and Idaho; they are considered part of the NWACP but are distributed and revised separately. These GRPs may be found by visiting the RRT10/NWAC web site at [http://www.rrt10nwac.com/GRP/](http://www.rrt10nwac.com/GRP/)

The Regional Response Team 10 and the Northwest Area Committee encourage active participation by all interested parties in the continuing area planning process in the northwest. Comments, suggestions, and corrections should be directed to the RRT10/NWAC Steering Committee by completing the comment form on the RRT10/NWAC web site at [http://www.rrt10nwac.com/Comment/Default.aspx](http://www.rrt10nwac.com/Comment/Default.aspx)
NWACP SIGNATURE PAGE

Robert McFarland
United States Coast Guard
Thirteenth CG District
Regional Response Team Co-Chair

Chris D. Field
Manager, Emergency Management Program
Environmental Protection Agency
Region 10
Regional Response Team Co-Chair

M.W. Raymond
Captain, US Coast Guard
Sector Puget Sound
Captain of the Port, Puget Sound
NW Area Committee Co-Chair

Daniel J. Travers
Captain, US Coast Guard
Sector Columbia River
Captain of the Port, Columbia River
NW Area Committee Co-Chair

Calvin Terada
Manager, Emergency Response Unit
Environmental Protection Agency
Region 10
NW Area Committee Co-Chair

Bruce Gilles
Manager
Environmental Cleanup and
Emergency Response Program
OR Department of Environmental Quality
NW Area Committee Co-Vice Chair

Brigadier General William B. “Brad” Richy
Director
Idaho Bureau of Homeland Security
NM Area Committee Co-Vice Chair

Dale Jensen
Program Manager
Spill Prevention, Preparedness, and Response
WA Department of Ecology Emergency Response
NW Area Committee Co-Vice Chair
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<tr>
<th>Date</th>
<th>Change Number</th>
<th>Comments</th>
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<tbody>
<tr>
<td>July 1, 1993</td>
<td>Original Release</td>
<td></td>
</tr>
<tr>
<td>July 1, 1994</td>
<td>Change 1</td>
<td></td>
</tr>
<tr>
<td>September 1, 1995</td>
<td>Change 2</td>
<td></td>
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<tr>
<td>July 1, 1996</td>
<td>Change 3</td>
<td></td>
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<tr>
<td>November 1, 1998</td>
<td>Change 4</td>
<td></td>
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<tr>
<td>February 1, 2003</td>
<td>Change 5</td>
<td>See NWACP Transmittal Letter (Page ii)</td>
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<tr>
<td>February 29, 2004</td>
<td>Change 6</td>
<td>See NWACP Transmittal Letter (Page ii)</td>
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<tr>
<td>February 28, 2005</td>
<td>Change 7</td>
<td>See NWACP Transmittal Letter (Page ii)</td>
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<tr>
<td>July 1, 2006</td>
<td>Change 8</td>
<td>See NWACP Transmittal Letter (Page ii)</td>
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<tr>
<td>July 26, 2007</td>
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<td>September 1, 2008</td>
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<tr>
<td>August 31, 2009</td>
<td>Change 11</td>
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<td>August 27, 2010</td>
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<td>October 15, 2011</td>
<td>Change 13</td>
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<td>January 1, 2013</td>
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<td>January 1, 2014</td>
<td>Change 15</td>
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<tr>
<td>January 1, 2015</td>
<td>Change 16</td>
<td>See NWACP Transmittal Letter (Page iii)</td>
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</table>
REQUIRED NOTIFICATIONS

All spills of oil or hazardous substance into navigable waters as defined by the Clean Water Act (CWA) and all spills of a reportable quantity of hazardous substances (40 CFR Part 302) must be immediately reported by the spiller to the National Response Center (NRC). The NRC will contact appropriate local US Coast Guard (USCG) or Environmental Protection Agency (EPA) offices. Notifying state offices does not relieve the spiller from federal requirements to notify the NRC nor vice versa.

National Response Center (NRC)
1-800-424-8802 Toll Free
1-202-267-2675 Toll Call

All spills of oil into Washington State waters must be immediately reported to the Washington State Emergency Management Division. The owner or operator of a regulated vessel must notify the state of any vessel emergency that results in the discharge or substantial threat of discharge of oil to state waters or that may affect the natural resources of the state within one hour of the onset of that emergency.

The Washington Emergency Management Division (EMD)
24-hour Emergency Spill Response
1-800-258-5990

For spills of hazardous substances, the spiller is also required to notify the nearest regional office of Ecology.

The Washington State Department of Ecology
24-hour Emergency Spill Response
Northwest Office, Bellevue: 1-425-649-7000
Southwest Office, Olympia: 1-360-407-6300
Central Office, Yakima: 1-509-575-2490
Eastern Office, Spokane: 1-509-329-3400
All spills of a reportable quantity* oil or hazardous substances in Oregon must be reported by the spiller to:

The Oregon Emergency Response System (OERS)  
24-hour Emergency Spill Response  
1-800-452-0311 or 1-800-OILS-911 (in Oregon)

*Reportable Quantity in the State of Oregon:
For oil: If spilled into waters of the state, or escape into waters of the state is likely, any quantity of oil that would produce a visible oily slick, oily solids, or coat aquatic life, habitat or property with oil, but excluding normal discharges from properly operating marine engines; if spilled on the surface of the land, any quantity of oil over one barrel (42 gallons).

For hazardous substances see OAR 340-142-0050.

The party responsible for a spill of oil or hazardous materials in Idaho State is required by Idaho State law to notify the following:

Idaho Bureau of Homeland Security (BHS)/Idaho Emergency Medical Services (EMS)  
24-hour Emergency Notification  
1-800-632-8000 or 911 (in Idaho)  
1-208-846-7610 (outside Idaho)

For spills and Marine Casualties (defined by 46CFR4.03) in coastal navigable waters of Puget Sound, Strait of Juan de Fuca, and the Washington Coast north of the Queets River contact:

Sector Puget Sound  
1-206-217-6002
For spills and Marine Casualties (defined by 46CFR4.03) occurring in coastal navigable waters of the Columbia River, the Oregon Coast, and the Washington Coast south of the Queets River contact:

| Sector Columbia River | 1-503-861-6211 |

For spills occurring in inland waters of Washington, Oregon, Idaho contact:

| U.S. Environmental Protection Agency, Seattle | 1-206-553-1263 |

If the Seattle EPA office is not reachable by telephone, notifications may be made to:

| U.S. Environmental Protection Agency, San Francisco | 1-800-300-2193 |
| U.S. Environmental Protection Agency, Denver | 1-303-293-1788 |

Spills into water shared by two states must be reported to both.

Initial Emergency Communication
The primary emergency notification list for this plan is located in the Forward, Page v-vii. Additional emergency contact information is listed in 9106: Roles and Contacts.

Natural Resource Trustee Notification Numbers
Natural Resource Trustee Notification Numbers for this plan are located in below and in Chapter 9106:

Natural Resource Trustee Notification Guidelines
Response agencies shall also ensure that all appropriate notifications are made. The OSC shall promptly notify Natural Resources Trustees of discharges or releases according to the following Notification Guidelines under their jurisdiction. The OSCs shall coordinate all response activities with the Natural Resource Trustees.
Trustees are defined in the National Contingency Plan as Federal, state, or tribal officials who are to act on behalf of the public to manage and control natural resources. In addition to the operational notifications described above, trustees must be notified of oil spills and hazardous materials incidents that may impact or threaten natural resources under their care. Trustees in the northwest area and the circumstances when they must be notified are described below. When it is unclear if an incident meets a given trustee’s notification threshold, the trustee should be notified.

**Federal**
All spills and hazardous material releases are required to be reported to the National Response Center (NRC) by telephone (1-800-424-8802) or via the NRC’s website: [http://www.nrc.uscg.mil/](http://www.nrc.uscg.mil/). In addition to the NRC, other agencies that must be notified are listed in sections 3420.1.1 thru 3420.3.

**Secretary of Commerce – NOAA**
NOAA Emergency Response Division: (206) 526-4911
Northwest Scientific Support Coordinator (SSC)
Seattle, Washington

*The NOAA SSC will notify the appropriate DOC line offices and no further action to contact DOC for notification purposes is required.*

When the FOSC, in exercising best professional judgment, determines any of the following, contact the NOAA SSC:

1. Petroleum product spills, or other hazardous material discharges, greater than 500 gallons.
2. The release or discharge impacts known marine sensitive resources, such as:
   a. Marine threatened and endangered species
   b. Areas that have been identified as a sensitive sites in the ACP/GRP
3. For incidents that have the potential to release more than 500 gallons or the FOSC deems it appropriate to alert the NOAA SSC, such as vessel groundings.
4. For any spill or release, or threat of a spill or release, that could potentially impact:
   - The Olympic Coast National Marine Sanctuary;
   - Padilla Bay National Estuarine Research Reserve; and
   - South Slough National Estuarine Research Reserve.
5. Any time scientific support or expertise of the DOC natural resource trustee (or any other natural resource trustee) is needed regardless of the reason.

*For information on what NOAA can provide for Scientific Support see section Chapter 9000, Section 9106.1 “Department of Commerce”.*
Secretary of the Interior  
Department of the Interior: (503) 326-2489 (office); (503) 720-1212 (cell phone)  
Regional Environmental Officer (REO)  
Portland, Oregon

The DOI REO will notify the appropriate DOI bureaus and no further action to contact DOI for notification purposes is required.

Contact the DOI REO:  
1. For all oil spills greater than 500 gallons; and  
2. For all major potential incidents such as vessel groundings

For oil spills less than 500 gallons and all chemical spills, the FOSC should exercise best professional judgment in determining whether the incident has the potential to impact to trust resources. When in doubt, please err on the side of over-notification.

State  
Washington

1. The Washington Emergency Management Division (EMD)  
   - All spills of oil into Washington State waters must be immediately reported to the Washington State EMD. Marine casualties, disabled vessels, near-miss incidents or oiled wildlife should also be reported. See “Required Notifications” in the Forward in this document Pages ix – xi.

2. The Washington State Department of Ecology  
   - For spills of hazardous substances, the spiller is required to notify the nearest regional office of Ecology. See “Required Notifications” in the Forward in this document Pages ix – xi.

Oregon

The Oregon Emergency Response System (OERS)  
- All spills of a reportable quantity of oil or hazardous substances in Oregon must be reported by the spiller to OERS. See “Required Notifications” in the Forward in this document Pages ix – xi.

- Reportable Quantities.
  - **For oil.** If spilled into waters of the state, or escape into waters of the state is likely, any quantity of oil that would produce a visible oily slick, oily solids, or coat aquatic life, habitat or property with oil, but excluding normal discharges from properly operating marine engines; if spilled on the surface of the land, any quantity of oil over one barrel (42 gallons).
  - **For hazardous substances.** See OAR 340-142-0050.
Idaho
Idaho Department of Homeland Security/Idaho Emergency Medical Services (EMS)

- The party responsible for a spill in Idaho State waters is required by Idaho State law to notify DHS/EMS. See “Required Notifications” in the Forward in this document Pages ix – xi.

Tribes
Tribes with reservation and/or usual and accustom hunting or fishing grounds within the states of Idaho, Oregon, and Washington, must be notified by the Federal On Scene Coordinator in the event a spill may impact or threaten to impact any of their resources. Since boundaries for usual and accustom hunting and fishing grounds may be complicated, it is recommended that the Department of the Interior and/or the Bureau of Indian Affairs (BIA) be consulted to ensure proper notifications are made. Tribes must also be notified if there may be a potential impact from a spill or spill response operations to any tribal cultural resources. Again, DOI and BIA may assist in identification of tribes for notification; however, it remains the FOSC’s responsibility to make all proper notifications to tribes.

Contact numbers for Federally-recognized Tribes in Idaho, Oregon, and Washington are listed in Section 3600 of this Chapter.
FIRST RESPONDER GUIDELINES!

REMAIN UPWIND, UPHILL OR UPSTREAM OF THE INCIDENT. FROM A SAFE DISTANCE, assess the situation. Use binoculars, if available, to view the scene. Attempt to determine if radiological materials or hazardous substances are present. Observe and note the following:

- Effects on people, animals, and the environment;
- Container types, markings, placards and labels. If available, use the DOT Emergency Response Guidebook for reference;
- Signs of any released or discharged substances and any unusual or pungent odors (move farther away or upwind if you detect an odor and are not positive it is safe);
- Wind direction and prevailing weather;
- Distance and direction of nearby dwellings; and
- Distance and direction of any nearby surface water.

The initial responder shall then make notifications as listed in the preceding pages. The initial responder shall not enter an area where the responder may become a victim, even to rescue another.

Until help arrives, the initial responder should:

- Cordon off the incident area and establish a safe zone. If chemical vapors or flammable/explosive materials are involved, evacuate all persons from the immediate area and remain upwind of the incident area; if sources of radiation or radioactive materials are suspected to be involved, use the principles of time, distance and shielding to reduce potential exposure;
- Enter the incident area only if properly trained and equipped with appropriate protective clothing and equipment;
- Render first aid to victims; be sure to notify medical personnel if radiation exposure or contamination is suspected;
- Serve as an on-scene communication point;
- Brief the response team leader or incident commander upon arrival.
Initial Assessment/Information Check-off List

The following information should be collected for all spills reported to member agencies:

Date and Time of Call:

Caller Name, Address, & Phone Number:

Name of Person Taking the Report:

Vessel/Facility/Spiller Information:

1. Name of Potentially Responsible Party

2. Name of vessel/facility, railcar/truck number or other identifying information

3. Type and size of vessel/facility

4. Total quantity of fuel on board or in tank

5. Nationality (vessel only)

6. Location of Incident (i.e., street address, lat/long, mile post)

7. Date and time of incident (or when discovered)

8. Description of spill (i.e., size, color, smell, etc.)

9. Type of incident (i.e., explosion, collision, tank failure, grounding, etc.)
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10. Material released

11. Source of material released

12. Estimated amount released

13. Total potential quantity that could be released (i.e., total quantity in tank or on board)

14. Environmental media impacted or potentially impacted by spill (i.e., air, water, ground/soil)

15. Weather/sea conditions

16. Point of contact (i.e., Responsible Party name, phone and address)

17. Vessel/facility agent(s) (i.e., name and phone)

18. Name and contact information of insurance carrier

19. Number and type of injuries or fatalities

20. Description of who is on-scene and what response activities are being done or have been completed

21. Have evacuations occurred

22. Other Agencies Notified
   a. Department of Commerce (NOAA)
   b. Department of the Interior
First Federal Official On Scene

The first federal official affiliated with a National Response Team (NRT) member agency to arrive at the scene of a discharge should coordinate activities under the National Contingency Plan (NCP); and is authorized to initiate, in consultation with the pre-designated Federal On Scene Coordinator (OSC), any necessary actions normally carried out by the FOSC until the arrival of the pre-designated FOSC. This official may initiate federal fund-financed actions only as authorized by the pre-designated FOSC.
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