



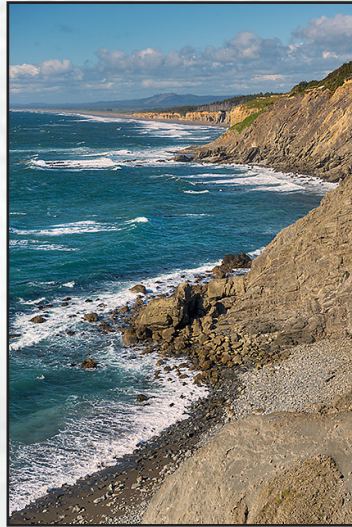
DEPARTMENT OF  
**ECOLOGY**  
State of Washington



**DEQ**  
State of Oregon  
Department of  
Environmental  
Quality



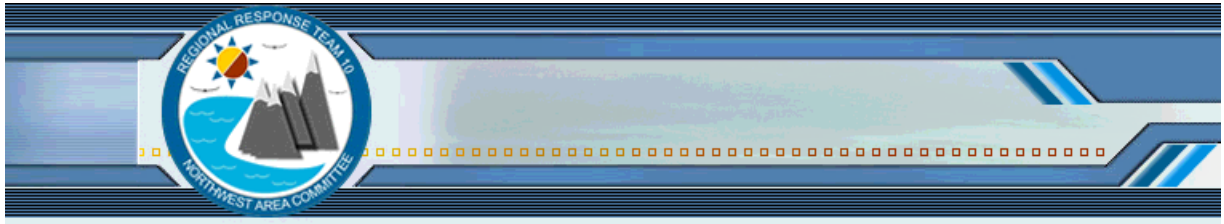
# Northwest Area Contingency Plan



# 2018



Also serving as the  
Region Ten Regional Contingency Plan



January 2018

This is the Nineteenth release (Change 19) 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 2017 release. The entire document has been reviewed and updated as appropriate, to reflect as up to date information as is possible. The following significant changes were made:

Table of Contents Front Matter, Notifications, etc.	
Subsection	Detailed Change
NA	Updates to the record of changes

Chapter 1000 Introduction	
Section	Detailed Change
Acronyms	Updated new acronyms
Glossary	Updated definition for non-floating oils
1210	Added the Makah Tribe and Yakama Nation to the Regional Response Team and Northwest Area Committee Membership list.
1320	Removed link for PDF jurisdictional boundary tool as this is no longer used. Updated the link for the jurisdictional boundary tool.
1441	Removed reference to EPA Coeur D’Alene, ID office as this office is no longer staffed with an OSC.



## Northwest Area Contingency Plan

Chapter 1000 Introduction	
Section	Detailed Change
1615	Updated Tribal Nations Policy to clarify options tribes have for participating in spill responses.
1623	Updated Idaho Bureau of Homeland Security to Idaho Office of Emergency Management.

Chapter 2000 Command	
Section	Detailed Change
Throughout	Changed reference from “Submerged or Sinking Oils” to “Non-floating Oils.”
2230	Added information regarding completion of the Hazard Assessment Worksheet.
2231	Added information regarding safety considerations during dispersant usage.
2232	Added reference to API reports for safety and diving operations.
2233	Changed reference from “Bakken Crude” to “Volatile Oils. Added references to other sections in the Area Plan regarding gasoline and flammable liquids.
2234	Added a new subsection regarding crude oil.
2235	Added section on Health and Safety requirements for sampling and air monitoring.

Chapter 3000 Operations	
Section	Detailed Change
3320.2	Updated title from “Submerged or Sinking” to “Non-floating”. Added definition of non-floating oils. Added recommendation of NWAC to reference the Sunken Oil Detection and Added “Recovery Operational Guide” as published by API Added information regarding USCG OSRO classification guidelines.
3400	Added information on incident management requirements on rail incidents.

Chapter 4000 Planning	
Section	Detailed Change
4326	Added responsibilities of the Liaison Officer to coordinate the use of volunteers.
4326.6	Updated Washington State Volunteer Management Policy.
Figure 4000-3	Updated the In-Situ Burning Decision Tree based on the changes to Section 9407 (In-Situ Burning Operations Planning Tool).
4619.2.2	Extensive guidance on community air quality has been built into Section 9418 (Emergency Response Community Air Monitoring). Due to this improved decision making tool and coordination with local air agencies, the mandate to cease in-situ burning operations when the National Ambient Air Quality Standards are exceeded has been replaced with a mandate to review the decision to continue in-situ burning operations with input from public health professionals.
4620	Added language regarding decanting of non-floating oils.
4621.2	Added language regarding decanting tank systems.

Chapter 5000 Logistics	
Section	Detailed Change
	No significant changes for 2018.

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<b>Chapter 6000 Finance/Administration</b>	
<b>Section</b>	<b>Detailed Change</b>
6330	Updated the name from EPA Office of Emergency and Remedial Response to EPA Office of Land and Emergency Management.
<b>Chapter 7000 Hazardous Substances Unique Information</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Chapter 8000 Sector Columbia River's Marine Firefighting Contingency Plan</b>	
<b>Section</b>	<b>Detailed Change</b>
8011	Updated the responsibility for "Industry".
8026.4	Updated numerous contact numbers, addresses, and web pages.
<b>Section 8100 Sector Puget Sound's Marine Firefighting Contingency Plan</b>	
<b>Section</b>	<b>Detailed Change</b>
8111	Added definition for "USCG Group/Air Station". Added responsibility for "Industry".
<b>Section 9101 Region 10 Response Team and Northwest Area Committee Charter</b>	
<b>Section</b>	<b>Detailed Change</b>
NA	Added the Yakama Nation to the NCP-Designated RRT Members list.
<b>Section 9105 Incident Specific Region 10 Regional Response Team 10 Activation – Quick Response Guide</b>	
<b>Section</b>	<b>Detailed Change</b>
9105.2.1	Added Yakama Nation to the list of RRT members for activation purposes.
<b>Section 9106 Response Partner Roles and Contacts</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Section 9202 Joint Information Center Manual</b>	
<b>Section</b>	<b>Detailed Change</b>
Briefing Materials	Updated the content for the news release for establishment of a Joint Information Center.
	Updated the content for the general news release template.
	Updated the content for the news release template for: <ul style="list-style-type: none"> <li>▪ News Release Sample – Initial</li> <li>▪ Join Information Center Established</li> <li>▪ News Release #?</li> <li>▪ Unified Command Approved Dispersants</li> <li>▪ Fishing Activity Suspended</li> <li>▪ Volunteer Hotline Established</li> <li>▪ Fact Sheet Templates</li> <li>▪ Unified Command</li> <li>▪ Boom</li> </ul>

## Northwest Area Contingency Plan

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Section 9202 Joint Information Center Manual	
Section	Detailed Change
	▪ Oil Types

Section 9203 Health and Safety Job Aid	
Section	Detailed Change
	No significant changes for 2018.

Section 9210 Liaison Manual	
Section	Detailed Change
9210.3	Updated organization chart to add Tribal Coordination Specialist
9210.3.4.1	Added information for the Volunteer Coordinator role, including responsibilities for fulfilling the role.
9210.3.10	Added new subsection for Tribal Coordination Specialist, including responsibilities and requirements for fulfilling the role.
Attachment A	Added Liaison Stakeholder Communication Plan Template
Attachment A	Added Liaison Officer Effectiveness Checklist.

Section 9220 96-Hour Plan	
Section	Detailed Change
Day 1 Hour +3	Added task to assess populations with access challenges.
Day 1 Hour +3	Added language for Command Post space needs.

Section 9301 Oil Spill Best Management Practices	
Section	Detailed Change
	No significant changes for 2018.

Section 9302 Oil Response in Fast Water Currents: A Decision Tool	
Section	Detailed Change
	No significant changes for 2018.

Section 9310 Northwest Wildlife Response Plan	
Section	Detailed Change
	No significant changes for 2018.

Section 9311 Northwest Area Wildlife Deterrence (Hazing) Resources	
Section	Detailed Change
9311.5	Updated contact information for Fumunda Pingers from Kathy's Net Loft & Gear Supplies to Western Auto Services.
9311.8	Updated contact information for the Washington State Wildlife Services director.

Section 9312 Oil Spill Marine Mammal Resources	
Section	Detailed Change
	No significant changes for 2018.

## Northwest Area Contingency Plan

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<b>Section 9313 Wildlife Branch Position Descriptions</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Section 9314 Potential Mobile Bird Rehabilitation Unit Deployment Locations in Coastal Counties</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Section 9315 Operations Section Organizational Guidance</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Section 9330 Derelict Vessel Best Management Practices</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Section 9331 Marine Debris and Severe Marine Debris Events</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Section 9401 Permit Summary Table</b>	
<b>Section</b>	<b>Detailed Change</b>
Work on Structures in Navigable Water, Section 10 permits	Added "National Permit #20 allows FOSC to conduct work without this permit"
Section 404 Permit	Added "National Permit #20 allows FOSC to conduct work without this permit"
<b>Section 9402 Permit Tracking Template</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Section 9403 Compliance Guide for National Historic Preservation Act during an Emergency Response</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.
<b>Section 9404 Region 10 Regional Response Team/Northwest Area Committee Endangered Species Act Compliance Guide for Federal Responders during Emergency Response</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

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<b>Section 9405 Disposal and Waste Management Guidance for the Northwest Area</b>	
<b>Section</b>	<b>Detailed Change</b>
Title	Changed the title of this section from “Disposal Guidance for Washington and Oregon.”
9405.1	Deleted previous section text in its entirety and replaced it with a general discussion of waste management and potential waste generated during a response.
9405.1.1	This section was deleted in its entirety.
9405.1.2	This section was deleted in its entirety.
9405.1.3	This section was deleted in its entirety.
9405.2	Moved the previous section text, the Washington State Disposal Guidance, to Section 9405.3 and inserted new section text related to Community Awareness and Waste Issues.
9405.2.3	This section “Section III – Interim Storage, Segregation, and Tracking” was deleted in its entirety.
9405.2.3.1	This section “Interim Storage Sites” was deleted in its entirety.
9405.2.3.2	This section “Segregation” was deleted in its entirety.
9405.2.3.3	This section “Washington State Oil Recovery Credit for Natural Resource Damage” was deleted in its entirety.
9405.2.3.4	This section “Tracking” was deleted in its entirety.
9405.2.3.5	This section “Decanting” was deleted in its entirety.
9405.2.4	This section “Section IV – Decontamination” was deleted in its entirety.
9405.2.5	This section “Section V – Wildlife Operations” was deleted in its entirety.
9405.2.6	This section “Section IV – Waste Disposition and Final Disposal” was deleted in its entirety.
9405.2.7	This section “Final Report” was deleted in its entirety.
9405.2.8	This section “Sample Incident Disposal Plan” was moved to Section 9405 and the word “Sample” was removed from the title.
9405.3	Moved text from previously section 9405.2. This section title was changed to Washington State Disposal and Waste Management Plan Guidance to add waste management to the title.
9405.3.1	Moved text from previously section 9405.2.1. This section was renamed from Section I – Waste Managers and Approved Waste Handlers.
9405.3.2	Moved text from previously section 9405.2.2, this section was renamed from Section II – Designation.
9405.4	Moved previous section 9405.3, Oregon State Disposal Guidance, to 9405.4. All subsections from 9405.3 moved to 9405.4.
Attachment A	Updated to reflect current plan and tracking forms.
Attachment B	Added new Section for Oregon State specific disposal plan and tracking form.

## **Section 9406 Dispersant Tools, Job Aids, and Decision Process**

<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

## **Section 9407 In-Situ Burning Operations Planning Tool**

<b>Section</b>	<b>Detailed Change</b>
9407.1	Removed the reference to the USCG <i>Oil Spill Response Offshore In-Situ Burn Operational Manual</i> .
9407.1.3	Deleted this section, “Preliminary Feasibility Analysis” in its entirety and

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<b>Section 9407 In-Situ Burning Operations Planning Tool</b>	
<b>Section</b>	<b>Detailed Change</b>
	replaced it with "Typical/Recommended Timing and Work Flow for an In-Situ Burn Decision."
Figure 9407-1	Updated Decision Tree based on new guidance outlined below.
9407.2	Deleted this section "In-Situ Burning Application Process" in its entirety and replaced with a table of new tools which are incorporated into the section.
9407.3.2	Extensive guidance on community air quality has been built into Section 9418 (Emergency Response Community Air Monitoring). Due to this improved decision making tool and coordination with local air agencies, the mandate to cease in-situ burning operations when the National Ambient Air Quality Standards are exceeded has been replaced with a mandate to review the decision to continue in-situ burning operations with input from public health professionals.
9407.3.3	Changed title from "Local Air Agencies" to "Local Air Agencies and Public Health Departments".
9407.3.3.1	Added new section that outlines how a local air agency or public health department representative would participate in an incident.
Table 9407-2	Updated contact information.
Checklist	Deleted the checklist in its entirety and replaced it with six response tools.

<b>Section 9408 Resources at Risk Response Tool</b>	
<b>Section</b>	<b>Detailed Change</b>
9408.2	Added information regarding non-floating oils.
9408.2	Added information regarding consideration of species assessment.

<b>Section 9409 Managing Impacts to Commercial Recreational, and Tribal Fisheries</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

<b>Section 9410 Places of Refuge</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

<b>Section 9411 Decanting Response Tool</b>	
<b>Section</b>	<b>Detailed Change</b>
9411.2.2	Removed text regarding the criteria in the Decanting Authorization Form that must be complied with
9411.2.2.1	Removed text regarding the criteria the FOSC and/or SOSC should consider in their determination to approve decanting.
9411.2.2.1	Added text clarifying revoking approval.
9411.4	Updated the Decanting Approval Plan and Memo and provided authorities for decanting use.
9411.4	Added Decanting Approval Plan and Memo

<b>Section 9412 Non-Floating Oil Spill Response Tool</b>	
<b>Section</b>	<b>Detailed Change</b>
9412.1	Added information on API guidance.



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<b>Section 9412 Non-Floating Oil Spill Response Tool</b>	
<b>Section</b>	<b>Detailed Change</b>
9412.2	Deleted the section "Fate of Spilled Oil and Oil-Based Compounds" in its entirety and moved subsection 9412.7 (Decanting) into its place.
9412.3	Moved this section "Initial Assessment" in its entirety to Attachment 9412.A1; moved subsection 9412.8 (Net Environmental Benefit, renamed Environmental Considerations) into its place.
Table 9412-1	Added fisheries and riparian zone resources at risk to the table.
9412.3.3	Added text regarding additional techniques and considerations
9412.3.4	Bullets for potential exposure pathway considerations was added.
9412.4	Deleted this section, "Detecting, Tracking, and Mapping Sunken Oil" in its entirety; moved Section 9412.9, "Permits" into its place.
9412.5	Deleted this section "Containment of Sunken and Submerged Oils" in its entirety.
9412.6	Deleted this section "Sunken Oil Recovers" in its entirety.
9412.A1	Moved text in this section, "Permits," to Section 9412.4
9412.B1	Added Example ICS-234 for Non-floating oil detection.
9412.B2	Added Example ICS-234 for Non-floating oil containment and recovery.
9412.C1	Added Example ICS-207.
9412.C2	Added links to API Technical report 1154-1.
	Added links to API Technical report 1154-2.

<b>Section 9418 Emergency Response Community Air Monitoring</b>	
<b>Section</b>	<b>Detailed Change</b>
9418	Added new section outlining proposed guidance and best practices for conducting community air monitoring during a response.

<b>Section 9420 Northwest Area Shoreline Countermeasures Manual and Matrices</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

<b>Section 9421 Shoreline Cleanup and Assessment Response Tools</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

<b>Section 9422 Shoreline Segmentation Guidance for Shoreline Cleanup and Assessment Technique</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

<b>Section 9501 Communications Manual</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

<b>Section 9502 Logistics Resource List</b>	
<b>Section</b>	<b>Detailed Change</b>
	No significant changes for 2018.

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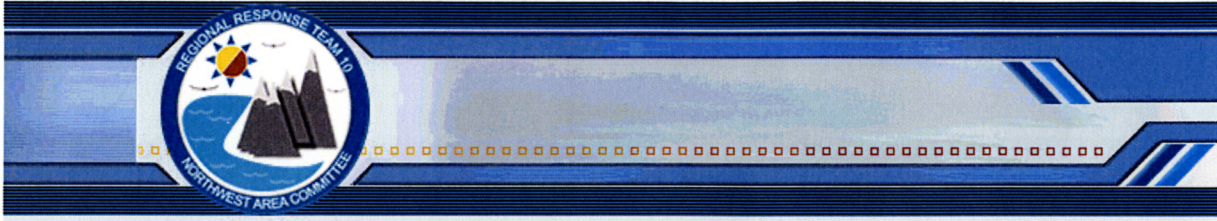
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<b>Section 9701 Northwest Area Contingency Plan Hazard Assessment</b>
<b>Section Detailed Change</b>
No significant changes for 2018.
<b>Section 9702 Initial Hazmat Incident Objectives</b>
<b>Section Detailed Change</b>
No significant changes for 2018.
<b>Section 9703 Initial Incident Objectives for Oil Spills</b>
<b>Section Detailed Change</b>
No significant changes for 2018.
<b>Section 9710 Suspicious Package/Envelope Decision Matrix</b>
<b>Section Detailed Change</b>
No significant changes for 2018.

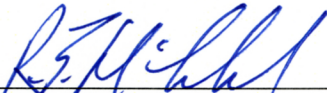
Geographic Response Plans (GRPs) exist for the all the coastal and many of the inland waters of Washington, Oregon, and Idaho; they are considered part of the NWACP but are distributed and revised separately. These GRPs may be found by visiting the RRT10/NWAC web site at <http://www.rrt10nwac.com/GRP/>


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>




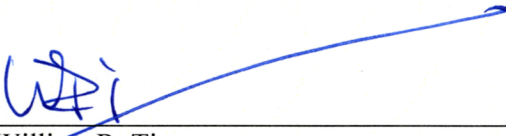


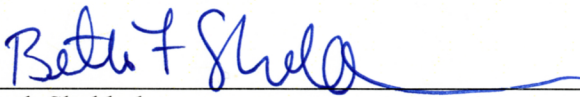
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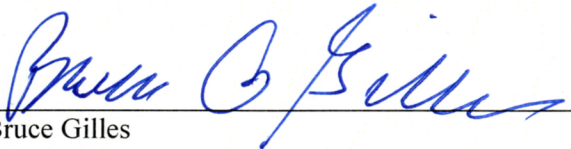
  
Robert McFarland  
United States Coast Guard  
Thirteenth CG District  
Regional Response Team Co-Chair


  
Calvin Terada  
Manager, Emergency Management Program  
Environmental Protection Agency  
Region 10  
Regional Response Team Co-Chair

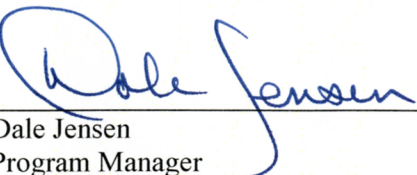
  
Linda A. Sturgis  
Captain, US Coast Guard  
Sector Puget Sound  
Captain of the Port, Puget Sound  
NW Area Committee Co-Chair

  
William R. Timmons  
Captain, US Coast Guard  
Sector Columbia River  
Captain of the Port, Columbia River  
NW Area Committee Co-Chair

  
Beth Sheldrake  
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

  
William B. Richy  
Director  
Idaho Office of Emergency Management  
NW 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



## NWACP RECORD OF CHANGES

Date	Change Number	Comments
July 1, 1993	Original Release	
July 1, 1994	Change 1	
September 1, 1995	Change 2	
July 1, 1996	Change 3	
November 1, 1998	Change 4	
February 1, 2003	Change 5	See NWACP Transmittal Letter (Page ii)
February 29, 2004	Change 6	See NWACP Transmittal Letter (Page ii)
February 28, 2005	Change 7	See NWACP Transmittal Letter (Page ii)
July 1, 2006	Change 8	See NWACP Transmittal Letter (Page ii)
July 26, 2007	Change 9	See NWACP Transmittal Letter (Page ii)
September 1, 2008	Change 10	See NWACP Transmittal Letter (Page ii)
August 31, 2009	Change 11	See NWACP Transmittal Letter (Page ii)
August 27, 2010	Change 12	See NWACP Transmittal Letter (Page ii)
October 15, 2011	Change 13	See NWACP Transmittal Letter (Page iii)
January 1, 2013	Change 14	See NWACP Transmittal Letter (Page iii)
January 1, 2014	Change 15	See NWACP Transmittal Letter (Page iii)
January 1, 2015	Change 16	See NWACP Transmittal Letter (Page iii)
January 1, 2016	Change 17	See NWACP Transmittal Letter (Page iii)
January 1, 2017	Change 18	See NWACP Transmittal Letter (Page iii)
January 1, 2018	Change 19	See NWACP Transmittal Letter (Page iii)

## **REQUIRED NOTIFICATIONS BY SPILLER**

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 Office of Emergency Management (IOEM)/  
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  
1-206-217-6001**

**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  
1-503-861-2242**

**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.**

## **REQUIRED NOTIFICATIONS BY NW AREA COMMITTEE MEMBERS**

### **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.

### **Notification Guidelines for FOSC Agency**

The lead federal response agency shall also ensure that all appropriate notifications are made to tribes, natural resource trustees and states. 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.

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

### **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/>. 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) 526-6322  
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 FOOSC 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.

### **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 FOOSC’s responsibility to make all proper notifications to tribes.

Contact information for BIA offices can be found in Section 9106.

### **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.](#)
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.](#)

## 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.](#)
- 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 Office of Emergency Management/Idaho Emergency Medical Services (EMS)

- The party responsible for a spill in Idaho State waters is required by Idaho State law to notify OEM/EMS. [See “Required Notifications” in the Forward in this document.](#)

## Downstream Notification Guidelines

Downstream federal and tribal partners will be notified by the FOOSC or their representative. Downstream state, county and municipal partners will be notified by the State OSC or their representative.

## **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.)

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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