4000 Planning

4100 Planning Section Organization

Refer to Section 4010 of the Region 9 Regional Contingency Plan (RCP) for a Planning Section Diagram.

For more detailed information on the Planning Section Organization and its roles and responsibilities, also refer to Chapter 8 of the Incident Management Handbook.

4110 Planning Section Planning Cycle Guide

For an illustration and detailed description of the Planning Section Operational Planning Cycle, refer to Chapter 3, page 3-1 of the Incident Management Handbook.

4200 Situation

4210 Chart/Map of Area

Refer to Section 9800 of this Plan for a chart of the San Diego Area. See Thomas Guides for maps of San Diego and the NOAA US Coast Pilot 7 to see which charts are relevant for the incident. The Incident Management Division of Sector San Diego should have all charts.

4220 Weather/Tides/Currents

The following websites provide the latest information on area weather:

- National Weather Service
- Intellicast – Current Surface Analysis
- Weather Underground

For information on local tides and currents, Coast Guard personnel may access the Tides and Currents 3.0 program.

4230 Situation Unit Displays

The Situation Unit Display contains charts and maps which provide the Incident Command Post with situational awareness. The following agencies can provide products to populate this display. The Response Group based in Houston, TX provides GIS mapping, trajectories, air plume modeling, and IAP software for an Incident Command Post. The Response Group can be reached at (281) 880-5000.

OSPR GIS can provide timely state of the art GIS mapping services at spills and drills including poster sized maps and documents that are excellent for Situation Unit informational display purposes. They have also demonstrated the ability to collect remote field data including overflight video and SCAT observations for expedited flow of information into key command post positions which use this information to formulate response actions. OSPR GIS personnel also have experience acquiring satellite images for spill investigation purposes. OSPR plans to link SCAT records to GIS with hand-held units.

CG ESU Alameda can provide GIS products or provide analysis of GIS products. It can be reached at (510) 437-5785, (855) 243-4978 – Help Desk.

NOAA maintains environmental sensitivity index maps which identify vulnerable coastal locations. These maps can be located at the NOAA website.

4240 On Scene Command and Control (OSC2)

Use the National Incident Management System (NIMS) Incident Command System (ICS) to produce an Incident Command Post that can transition to different phases of a response.

Refer to the Incident Management Handbook (IMH) for more information.

4250 Required Operational Reports

Refer to Chapter 3 of the Incident Management Handbook (IMH) which outlines what operational reports need to be generated for the Incident Command Post. Other reports that must be generated during a response include the OSC report and the Administrative Record. The OSC report covers removal operation and the actions taken, while the Administrative Record produced by the lead agency contains the documents that lead them to select their response action. Refer to 40 CFR 300.165 and 40 CFR 300.180 for more information on OSC Reports and Administrative Records.

4260 Field Observers

Other positions in the response structure may be involved in shoreline assessment. One such position is the Field Observer. They are usually two-person teams (sometimes called Rapid Assessment Teams) made up of representatives from the U.S. Coast Guard and the State lead agency that quickly deploy to problem sites to determine what is happening. The Field Observers report directly to the Situation Unit Leader who in turn communicates their information to other units in Planning and Operations. At least one of the Field Observers on the two-person team should have an operations background, with the other member trained in shoreline assessment.

4300 Resources

Resources consist of all personnel and major items of equipment available, or potentially available, for assignment to incident tasks on which status is maintained.

The Resource Unit Leader (RESL) is responsible for maintaining the status of all assigned tactical resources and personnel at an incident. This is achieved by overseeing the check-in of all tactical resources and personnel, maintaining a status-keeping system indicating current location and status of all these resources.

Refer to the draft Incident Action Plan (IAP) in Section 9300 of this Plan.

4310 Resource Management Procedures

Resources shall be managed in accordance with procedures stated in Chapter 8 of the Incident Management Handbook.

4310.1 Check-In Procedures

All resources are required to check in at the beginning of an event and prior to departing, once his/her service are no longer required. Check-in shall be conducted in accordance with Chapter 8 of the Incident Management Handbook.

4320 Volunteers

The Non-Wildlife Volunteer Plan (NWVP) included as Appendix A to Section 4000 refers to, and supports the United States Coast Guard (USCG) Incident Management Handbook (IMH) and complies with the National Incident Management (NIMS) guidelines (Homeland Security Presidential Directive, HSPD-5). The NWVP has been developed for guidance to the Unified Command (UC) to consider the integration of volunteers into oil spill response for missions other than oiled wildlife. The UC should also refer to the Office of Emergency Services (OES) of San Diego County's Spontaneous Volunteer Management Plan for additional resources.

Volunteers represent a potential resource to a community affected by an oil spill. However, volunteers who respond spontaneously and without appropriate training and qualifications can overwhelm the capabilities of the UC and other government agencies responding to an oil spill. With a system in place for receiving and referring affiliated volunteer organizations and members of the public, also known as unaffiliated/spontaneous volunteers, the UC and other government agencies can capture this resource and provide a service to the community to assist with oil spill clean-up activities.

The decision to employ volunteers will take into account the benefits that might be gained against safety and liability realities. The UC, in the early stages of the event (see Section 4320.2), will make the decision whether volunteers will be utilized and the capacities in which they can serve.

4320.1 Types of Volunteers

The NWVP identifies three (3) types of volunteers during an oil spill event, the UC Davis Oiled Wildlife Care Network (OWCN) Pre-trained, Affiliated, and Unaffiliated Volunteers (also known as Community or Spontaneous).

- **Pre-trained Volunteers**

  The California Department of Fish and Wildlife's (CDFW) Office of Spill Prevention and Response (OSPR) collaborates with the OWCN through the University of California, Davis School of Veterinary Medicine and is legislatively mandated to rescue and rehabilitate oiled wildlife during an oiled wildlife response. The OWCN is a statewide collective of pre-trained wildlife care providers, regulatory agencies, academic institutions and wildlife organizations that work to rescue and rehabilitate oiled wildlife in California. The OWCN maintains specialized wildlife facilities in a constant state of readiness throughout the State of California. For a list of OWCN member organizations, click on link: OWCN member organizations. During an oiled wildlife response, a limited number of unaffiliated volunteers can be used in the care and processing of oiled wildlife rehabilitation. The use of volunteers for wildlife-related services falls within the Wildlife Branch which reports to the Operations Section Chief. For additional information, click on link: Wildlife Response Plan

- **Affiliated Volunteers**

  An Individual who is affiliated with either a governmental agency or NGO and who has been trained for a specific role or function in disaster relief or response during the preparedness phase. While spontaneous volunteers may bring needed skills and resources, affiliated volunteers will most likely be used first in a disaster. Examples of affiliated volunteer groups include Community Emergency Response Teams (CERT), the USCG Auxiliary, and CDFW Natural Resource Volunteers.

- **Unaffiliated Volunteers** (also known as Community or Spontaneous)

  An individual who come forward following an incident or disaster to assist a governmental agency or NGO with disaster-related activities during the response or recovery phase without pay or other consideration. By definition, unaffiliated volunteers are not initially affiliated with a response or relief agency or pre-registered with an accredited disaster council. However, they may possess training, skills and experience that can be useful in the relief effort.

4320.2 Volunteer Coordinator/Unit

Due to the complexity of volunteer management and its potential to complicate oil spill operations, the NWVP establishes a Volunteer Coordinator (VC) in Command and/or a Volunteer Unit (VU) in the Planning Section. The NWVP recommends a VC and/or a VU be staffed at the earliest opportunity to conduct standby notifications to local government agencies, emergency volunteer centers and non-governmental organizations. The VC/VU's task during early activation also include advising the UC of the possible need for volunteers, potential tasks, external pressures to use volunteers, and identifies an emergency volunteer management agency that has the authority to screen, register, train, and manage volunteers.

4320.3 Volunteer Management Programs

California Department of Fish and Wildlife Office of Spill Prevention and Response Volunteer Program

Under California law, the Administrator of the CDFW-OSPR may utilize volunteers to assist with oil spills in waters of the State (Gov. Code § 8670.8.5). CDFW-OSPR volunteers are deemed employees of the state for the purpose of workers' compensation under Labor Code section 3363.5. The responsible party (RP) is liable for all costs associated with an oil spill, including costs associated with the use of volunteers. The costs associated with the use of registered volunteers maybe funded by the state's Oil Spill Response Trust Fund (CA Government Code Section 8670.50). Any payments for registered volunteer workers' compensation claims will be made from the Oil Spill Liability Trust Fund (OSLTF). The RP is liable for of all costs either directly or by reimbursement to the OSLTF (Gov. Code §§ 8670.25, 8670.46 – 8670.53, and 8670.62). For more information, click on link: OSPR's Volunteer Program

Registered volunteers will execute a CDFW Volunteer Service Agreement and Loyalty Oath. The CDFW Volunteer Service Agreement and Loyalty Oath grants registered volunteer's status as unpaid employees of CDFW, and eligibility for coverage under the State Workers' Compensation Program. Individuals volunteering at the incident site without approval or authorization (i.e. non-registered volunteers) may not be entitled to receive state workers' compensation benefits.

If the UC decides to utilize volunteers during an oil spill incident, the Volunteer Unit (VU) must ensure all of the registered volunteers attend required training and complete the UC approved required paper work. In the event of a volunteer injury, the designated volunteer supervisor, the VU and/or the Safety Officer (SOFR) is responsible for ensuring the correct actions are taken to ensure the injured volunteer's compensation benefits and that claims are handled according to the procedures and policies outlined by CDFW.

California Disaster Service Worker Volunteer Program (DSWVP)

The Disaster Service Worker Volunteer Program (DSWVP) is a State funded program that provides workers' compensation benefits to registered Disaster Service Worker volunteers, who are injured while

performing authorized disaster service duties. It also provides limited immunity from liability to political subdivisions or political entities as well as the DSW volunteer if a civil suit results from an act of good faith while the DSW was providing disaster-related services. Eligibility for the DSWVP is based on a volunteer's registration with an Accredited Disaster Council (ADC), the California Governor's Office of Emergency Services, or an authorized State Agency and compliance with Program regulations. Most cities and all counties in California have ADCs. Affiliation with an ADC and written delegated authority from that council are required prior to a jurisdiction administering a Disaster Service Worker Volunteer Program.

To be eligible for DSWVP benefits, the volunteer must register prior to his or her deployment to participate in disaster-related activities, including pre-approved training. The only exception to the pre-registration requirement is an "impressed volunteer" who is directed/ordered to perform disaster-related duties by an authorized government employee. In addition to the pre-registration requirement, the DSW must be deployed/assigned disaster-related activities by the registering authority. Under no circumstances is a self-deployed volunteer eligible for DSWVP benefits.

The State's laws and regulations governing the DSWVP specify the need to provide DSWs with adequate training and supervision. The registering authority is responsible for ensuring the disaster training is commensurate with the duties of the DSW classification of the volunteer. The registering authority may require the DSW volunteer to participate in training as a condition of remaining an active DSW volunteer. For more information on these and other rules and regulations governing the DSWVP, click on link: DSWP

4320.4 Volunteer Assignments

Position descriptions for volunteers, and the staff that will be managing them, are included in the NWVP (see Appendix A).

4320.5 Volunteer Required Training

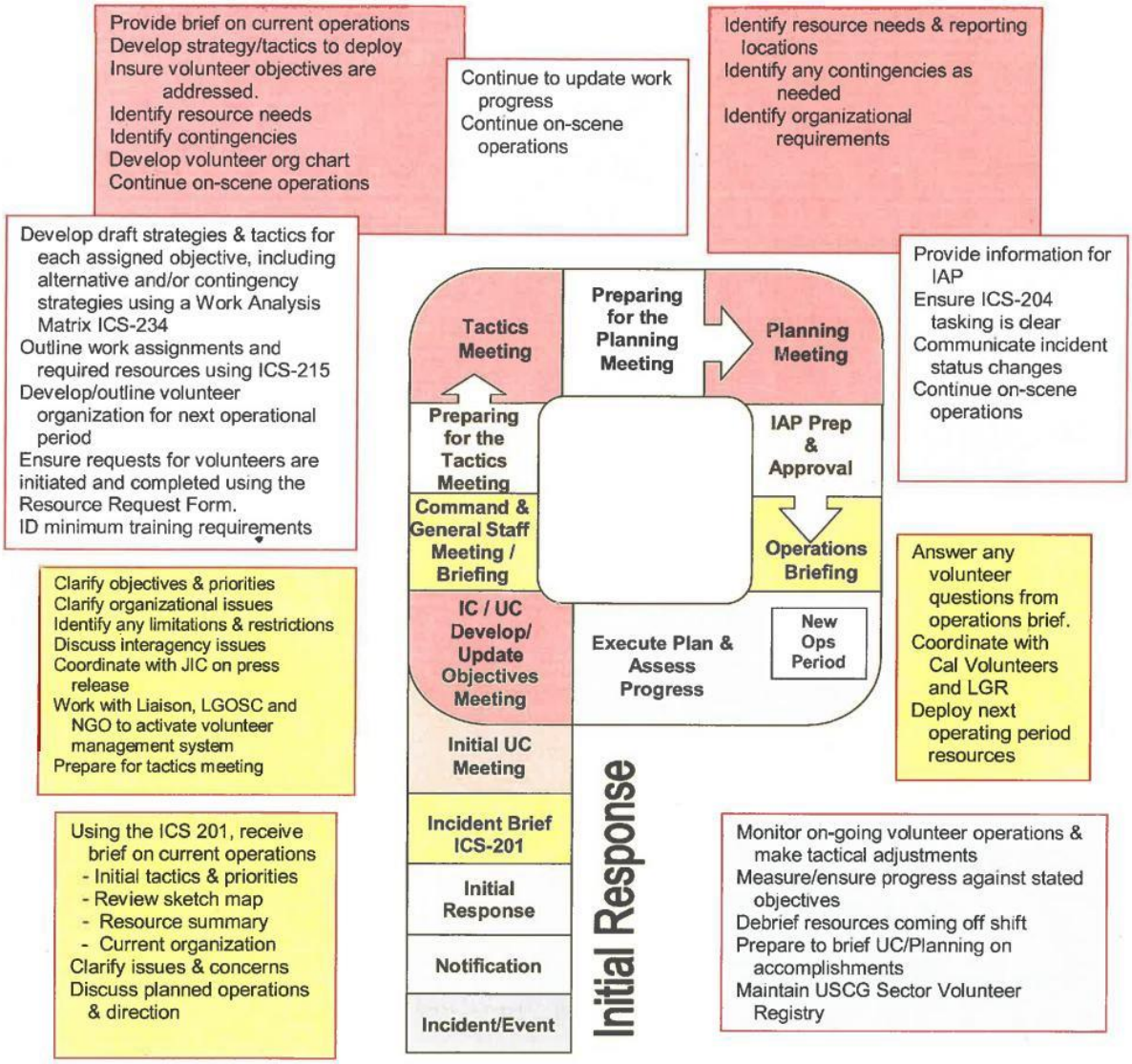
Human health and safety is the first priority in decisions regarding use of volunteers. Any volunteer interested in working an oil spill incident must register for the event, complete the UC required training and sign the Site Safety Plan. Members of the public that self-deploy will not be recognized as registered volunteers and will not be covered by workers' compensation.

4320.6 Volunteer Training Matrix

The recommended skills and training required for each volunteer position description are included in the NWVP (see Appendix A).

4320.7 The Operational Planning "P" for Volunteer Use

The Operational Planning "P"



4400 Documentation

Thorough documentation is critical to post-incident analysis that may include internal/external investigations, Congressional inquiries, cost recovery enforcement, and/or criminal enforcement.

4410 Documentation Unit Leader (DOCL)

The Documentation Unit Leader is responsible for the maintenance of accurate, up-to-date incident files. Examples of incident documentation include: Incident Action Plan (IAP), incident reports, communication logs, injury claims, and situation status reports.

For more information on documentation and the associated roles and responsibilities, refer to Section 4040 of the Region 9 RCP and/or Chapter 8 of the Incident Management Handbook.

4420 Administrative File Organization

Refer to 40 CFR 300.800 for information on establishing an administrative record that contains the documents that form the basis for the selection of a response action during an incident.

4500 Demobilization

On large incidents, demobilization can be quite complex, requiring a separate planning activity. Note that not all agencies require specific demobilization instructions.

For more detailed information on demobilization, refer to Section 4050 of the Region 9 RCP and/or to Chapter 8 in the Incident Management Handbook.

4510 Sample Demobilization Plan

Refer to Section 4050 of the Region 9 RCP for a sample demobilization plan.

4600 Environmental

Section 4600 provides a brief overview of environmental information; refer to Section 9800 for Sensitive Site information. Section 9800 provides geographically organized information about ecologic, cultural/historic, economic, and other significant resources which may be at risk from spills. Additionally, in Section 9800, some area committees provide pre-identification of Shoreline Operational Divisions and shoreline access information. There is also a glossary of local terms and acronyms which are in use in response for some areas of California.

4610 Position Specific Descriptions

The FOSC has the authority and discretion to fill the Environmental Unit Leader (EUL), Shoreline Cleanup Assessment Team (SCAT) Coordinator, Resources at Risk (RAR) Technical Specialist and Applied Response Technology (ART) Technical Specialist positions, and assign/replace any person filling these positions as deemed appropriate. Offered below are recommendations from response and natural resource trustee agencies for how these complex and sensitive leadership positions should be filled. Whenever possible the UC should rely on the Federal and state oil spill response agency personnel who possess local and regional oil spill response expertise, and can

bring their respective natural resource trustee agency protection, management, and permitting/approval authority(ies) as well.

4610.1 Environmental Unit Leader (EUL)

As indicated in the U.S. Coast Guard (USCG) Incident Management Handbook (COMDTPUB P3120.17B), the EUL is responsible for environmental matters associated with a response, including but not limited to:

- Strategic assessment
- Modeling
- Surveillance
- Environmental monitoring and permitting
- Preparing and providing environmental data for the Situation Unit
- Identifying sensitive areas and recommending response priorities
- Consulting with natural resource trustees to provide input on wildlife and site protection strategies, including Endangered Species Act provisions
- Consulting with historical/cultural specialists to develop plans for protection of historical/cultural resources
- Developing shoreline cleanup and assessment plans
- Evaluating use of response technologies
- Developing waste management and disposal plans

To ensure early critical response decisions are made quickly, efficiently and effectively, it is essential that knowledgeable and qualified individuals lead the effort, as specified in the National Incident Management System Incident Command System (NIMS ICS) (trained and experienced in all Environmental Unit duties, Incident Command System, protection strategies, spill cleanup methods, response equipment, permitting, waste management, and local shorelines and associated resources requiring protection during an oil spill response). State natural resources trustee agencies, designated in Fish and Game Code Section 1802, and the Lempert-Keene Seastrand Oil Spill Prevention and Response Act (Government Code Sections 8670.1 et seq.); and Federal natural resources trustee agencies, as designated in 40 CFR Section 300.600(b)(1) and (2) and Section 300.605, are qualified (e.g., have knowledge of local resources specific to incident location, ICS, spill response, use of protection strategies, response equipment and response technologies) and provide the response knowledge and expertise necessary to fill positions in the Environmental Unit including the EUL position. Federal trustee agencies, including the U.S. Fish and Wildlife Service (USFWS), National Oceanic and Atmospheric Administration (NOAA)'s Office of National Marine Sanctuaries (NMS) and the National Marine Fisheries Service

(NMFS), and the National Park Service (NPS), as well as state natural resource trustees, including California Department of Fish and Wildlife, Office of Spill Prevention and Response (OSPR) and the California Department of Parks and Recreation (CDPR) have personnel most familiar with local natural resources requiring protection during an oil spill response. In addition, trustee agencies have, and must ensure, that their statutory and regulatory natural resource protection authorities are not only recognized, but used in the most effective and efficient way during an oil spill response. This can be achieved by the Unified Command placing a trained and qualified representative from a state or federal natural resource trustee agency in the EUL position.

If no federal or state agency representative is initially available to lead the EU, it may be practicable for a Responsible Party (RP) representative to hold the position until a suitable trustee agency representative reports to the Unified Command.

As a spill response matures, it may also be practicable to transition from state or federal resource trustee to an RP representative as EUL with the concurrence of the Unified Command. Private sector/industry employees or contractors may be requested to staff the EUL position during drills and exercises for training purposes in order to gain familiarity with the respective duties, facilitate the staffing of those activities, and earn relevant drill credit.

Therefore, it is the recommendation and policy of the Region IX Regional Response Team (RRT IX) and the California coastal Area Committees that, whenever possible, the EUL position be filled with an experienced response employee of a natural resource trustee agency. The designated EUL may be assisted by a Deputy EUL provided by another trustee agency or by the RP representative.

4610.2 Shoreline Cleanup Assessment Technique (SCAT) Coordinator

As indicated in the U.S. Coast Guard (USCG) Incident Management Handbook (COMDTPUB P3120.17B), the SCAT Coordinator participates in environmental mitigation and remediation of oil impacts. These duties include, but are not limited to:

- Evaluates the need and scope for SCAT on the basis of miles of impacted or potentially impacted shorelines

- Oversees data collection to document the extent and degree to which shoreline(s) have been impacted

- Describes type(s) of shoreline and characterizes oiling conditions within the impacted area

- Collects recommendations for appropriate shoreline cleanup methods, including consulting with RAR Technical Specialist to protect sensitive resources

- Offers cleanup recommendations to the EUL

- Works with trustee agency representatives and other parties to develop cleanup endpoints

• Works with trustee agency representatives and other stakeholders to determine when impacted shoreline(s) have met endpoint criteria

The SCAT Coordinator must be knowledgeable of ICS, SCAT, use of protection strategies, spill cleanup methods, response equipment, local shorelines and associated resources requiring protection during an oil spill response.

Trustee agency staff members possess these qualifications and may assume the role of SCAT Coordinator to ensure the following:

• Adequate access to SCAT data, which is critical to making cleanup recommendations consistent with the best achievable protection of resources

• Use of the best SCAT data collection/data management process

Trustee agency staff may use an electronic SCAT device to collect SCAT field data and use associated data base software to compile and display data when more efficiently and consistently than traditional based methods.

Trustee agencies have personnel most familiar with local natural resources requiring protection during an oil spill response. In addition, trustee agencies have, and must ensure, their statutory and regulatory natural resource protection authorities are recognized and used in the most effective and efficient way during an oil spill response.

Therefore, it is the policy of the Region IX Regional Response Team and the California coastal Area Committees that, whenever possible, the SCAT Coordinator position be filled by qualified OSPR staff member or other trustee agency staff. The SCAT Coordinator may be assisted by a Deputy SCAT Leader provided by the RP. If no qualified OSPR staff members or other trustee agency staff are initially available to fill the SCAT Coordinator position, the RP representative may fill the position until an OSPR staff member or other trustee agency representative reports to the Unified Command. To maintain flexibility in ICS staffing, the Unified Command retains the discretion to fill the SCAT Coordinator position and replace any person filling that position as the FOSC deems appropriate. As a spill response matures, a transition from an OSPR staff member or other trustee agency representative to an RP representative filling the SCAT Leader position may occur with the concurrence of the Unified Command.

Private sector/industry employees or contractors may be asked to staff the SCAT Leader position(s) during drills and exercises for training purposes in order to gain familiarity with the position duties, facilitate the staffing of those activities, and earn relevant drill credit.

See Section 4720.4 of this ACP for additional information on SCAT.

4610.3 Resources at Risk Technical Specialist (RAR)

As indicated in the U.S. Coast Guard (USCG) the Incident Management Handbook (IMH), COMDTPUB P3120.17 the RAR THSP participates in environmental mitigation and remediation of oil impacts. These duties include, but are not limited to:

• Identifies resources thought to be at risk from exposure to the oil through analysis of known/anticipated oil movement and the location of natural, economic and historic/cultural resources

• Considers the relative importance of the resources and the relative risk to develop a priority list for protection in the impacted area

Based on these responsibilities it is essential that the individual filling the RAR Technical Specialist position be qualified (trained and experienced) in spill response and knowledgeable of local resources. OSPR field staff members and other natural resource trustee agency members possess these qualifications and should assume the role of RAR Technical Specialist. This is to ensure the resources at risk of oiling are properly identified and prioritized, which is critical to developing protection strategies consistent with the best achievable protection of resources. In addition, trustee agencies have, and must ensure, their statutory and regulatory natural resource protection authorities are recognized and used in the most effective and efficient way during an oil spill response.

Therefore, it is the policy of the Region IX Regional Response Team and the California coastal Area Committees that, whenever possible, the RAR Technical Specialist position be filled by a qualified and knowledgeable employee of a state or federal natural resource trustee agency as designated by law.

If no qualified trustee agency staff member is initially available to fill the RAR Technical Specialist position, an RP representative may fill the position until a suitable trustee agency representative reports to the Unified Command. To maintain flexibility in ICS staffing, the FOSC retains the discretion to fill the RAR Technical Specialist position and replace any person filling that position as they deem appropriate. As a spill response matures, a transition from a trustee agency staff member to a RP representative filling the RAR Technical Specialist position may occur with the concurrence of the Unified Command.

Private sector/industry employees or contractors may be asked to staff the RAR Technical Specialist position during drills and exercises for training purposes in order to gain familiarity with the respective duties, facilitate the staffing of those activities, and earn relevant drill credit.

4610.4 Applied Response Technologies (ART) Technical Specialist

The Applied Response Technologies (ART) Technical Specialist is responsible for evaluating the opportunities to use ART, including dispersant or other cleanup agents, or in-situ burning. The NOAA SSC is likely to fill this role except in California, when the OSPR ART Technical Specialist will share or lead the role. The specialist will conduct the consultation and planning required to deploy a specific ART, and articulate the environmental tradeoffs of using or not using a specific ART.

Refer to the Incident Management Handbook for NOAA SSC or ART Technical Specialist position responsibilities. See Sections Sections 3260 through 3280 of this plan for ART use.

4611 Fisheries – Seafood Tainting, Public Health Concerns, & Fisheries Closure

Fish and shellfish resources may be impacted in spill events. If these resources are impacted, there are several areas of concern each of which are addressed with different procedures and goals. They are

public health concerns, seafood tainting, and fisheries closures. These three domains may intersect but they are not the same. For example fish or shellfish may have a flavor impact which could impact current and future market sales but not constitute a health hazard, and a commercial fishing closure may (or may not) be appropriate and may not (or may) merit a parallel sport fishing closure.

Fish and Game Code 5654 requires the Director of the CDFW to close affected State waters to the commercial and recreational take of all fish and shellfish within 24 hours of notification of a spill or discharge. As soon as practicable during an incident response with potentially impacted fisheries, the responding OSPR Environmental Scientist will notify the OSPR Fisheries Closure Coordinator and provide the following information (as available):

- Location
- Product
- Volume
- Weather
- Known fisheries
- Spill trajectory

The OSPR Fisheries Closure Coordinator will work with the Office of Environmental Health Hazard Assessment (OEHHA) to determine whether a closure is warranted, and if so, the geographical boundaries of the closure [FGC §5654, 7715]. Per the Code, closure is not required if OEHHA finds, within 24 hours of the spill notification, that a public health threat does not or is not likely to exist. Once in place, closures may be reopened within 48 hours if OEHHA determines there is no longer a health threat. Closures lasting more than 48 hours require the Director of CDFW to order expedited sampling. OSPR and OEHHA, working together, will develop and execute a sampling and analysis plan. Once safety thresholds are met, CDFW will reopen closed fisheries.

See Section 4220 of the Region 9 RCP for more information on closures in federal waters.

4620 Environmentally Sensitive Sites Summary and Strategy Sheets

Per USCG Memo 16471, dated November 28, 2017, all sites requiring protection in the Area Contingency Plans are to be referred to as Geographic Response Strategies (GRSs). For the purposes of this ACP document, the existing Environmental Sensitive Sites are considered the equivalent of Geographic Response Strategies and will continue to be referred to in that manner throughout this document. The GRSs are described in the Section 9800 and are grouped by Geographic Response Areas (GRAs). Refer to Section 9800 for the Environmentally Sensitive Site Summary Sheets, Strategy Sheets, and Response Diagrams for more detailed information.

The purpose of this section is to provide background, definitions, and philosophy behind the Site Summary and Strategy Sheets in ACP Section 9800. Both Federal and State laws require that sites having special ecological sensitivity be identified and provisions be made to protect or otherwise mitigate for the site impacts from spills. In California these locations are termed “Sensitive Sites”. A narrative and diagram of each site with specific ecological and operational information has been developed.

The development of specific protection strategies to meet the site specific needs was conducted using a standardized protocol to ensure consistency for California’s entire coast. The process of site visits, training exercises, and discussions allows trustees and response experts to exchange concerns and feasibility limitations in forming protection strategies. Using this approach, the local area committee incorporates input of State and Federal trustees, and stakeholders (industry, spill

response co-ops and contractors, nongovernmental environmental groups, and other agencies) to form consensus on the appropriate site protection strategies and response resources. The committee will revise strategies based on new knowledge and to adapt to changing conditions. This information is summarized in the Site Summary and Site Strategy pages in this section.

Section 9800 provides detailed information on Geographic Response Strategies. These strategies, referred to as sites herein, is described on multiple pages: Site Summary, Site Strategy, and Diagram. The Site Summary page provides a brief description of the site including location, access, specific natural resources concerns, ownerships and agency contacts, etc. The Site Strategy page provides specific information on response strategies to be implemented to protect the site from marine oil spills. The diagram page shows the protection strategies, topography and roads.

The resources at risk and particularly those which “drive” the sensitivity of the site are described on the Site Summary Page. The environmental sensitivity differs by location or season depending on conditions or the presence of species. These ranks define the environmental sensitivity of the area and its resources at risk. This ranking index should only be used for site protection priority when there are insufficient response resources to address all the environmentally sensitive sites at risk in the needed timeframes. Environmental ranking (A, B, or C) is based on the following definitions:

Category A – Extremely Sensitive – Highest concern for protection:
Wetlands, estuaries and lagoons with emergent vegetation (marsh-riparian ESI 10); sheltered tidal flat (ESI 9); and habitats for rare, threatened or endangered species (State or Federal); sites of significant concentrations of vulnerable and sensitive species (e.g. pinniped pupping).

Category B – Very Sensitive – Very high concern for protection:
Major pinniped haul out areas during non-pupping seasons; moderate concentrations of vulnerable and sensitive species; other low energy habitats (ESI types 8A, 8B, 7 and 6B)

Category C – Sensitive. Great concern for protection:
Higher energy habitats (ESI 6A through 1) for example: Habitats important to large numbers of species of sport, commercial value, and scientific interest or species experiencing significant population declines though not yet threatened.

4630 Cultural and Historical Sites

Refer to Section 9820 for details on protection of cultural and historic resources.

The national *Programmatic Agreement on Protection of Historic Properties during Emergency Response under the National Oil and Hazardous Substances Pollution Contingency Plan (PA)* serves to ensure that historic properties are considered in the planning for and conduct of emergency response. The national PA facilitates the federal agency ability to develop and execute a uniform nationwide approach for considering and treating historic properties before and during emergency response. General guidance for addressing sensitive California-specific cultural and

historic resources is found in: *Emergency Response Program Guidelines to Implement the National Programmatic Agreement on Protection of Historic Properties (Guidelines).* These Guidelines provide a checklist to guide the Federal On-Scene Coordinator (FOSC) to help protect and conserve cultural and historic resources during a response. Provided in the document is the procedure for determining when to activate an Historic Properties Specialist (HPS), a checklist for the HPS to follow upon activation by the FOSC, and a form to document actions taken that resulted in unavoidable injury to historic properties. This document can be found in Section 1712 of the Regional Contingency Plan.

Volume II/Section 9800 provides Cultural / Historic information specific to Area Committees and Geographic Response Areas. Most cultural resource information is confidential and is located in the California Historical Resources Information System (CHRIS). This System is a detailed database maintained by the Office of Historic Preservation of the California Department of Parks and Recreation and the local Information Center. To keep these resources as secure as possible, CHRIS can only be accessed by certified archaeologists, including the State Historical Preservation Officer (SHPO). Section 9800 provides Cultural / Historic resource information on the Site Summary pages for locations where these resources overlap with sensitive sites. Also included is contact information to assist with accessing CHRIS and consulting with local tribal organizations.

4640 Economic Sensitive Sites

Refer to Section 9830 for detailed Economic Sensitive Site tables and figures.

The primary purpose of Section 9800 is to identify and incorporate into emergency response planning, the specific economic resources subject to injury or damages from an oil spill event. Section 9800 identifies through lists, tables maps, and text, many of the economic resources that face potential damages due to an oil spill. Limitations of time, personnel, and the availability of information caused that not all resources of significant economic value and susceptible to marine oil spills could be identified at this time. People involved with response planning recognize that throughout California's marine waters, along the State's shoreline, and within coastal communities are many resources of economic importance that could be severely impacted by an oil spill incident.

4700 Technical Support

The San Diego County Department of Environmental Health has over 285 individuals on staff able to provide information related to hazardous materials or waste in the San Diego area. These individuals are available 24 hours per day. Call 911 for emergency assistance (this usually results in a fire department response).

Additional contacts:
California Office of Emergency Services (OES): (800) 852-7550, (916) 845-8911
Local CUPA (Certified Unified Program Agency): (858) 505-6657

For more information, refer to Section 7000 of this Plan.

4710 Hazardous Materials

Section 7000 of this Plan provides a comprehensive overview of HAZMAT. Refer to this section for detailed information. In addition Section 9230.8 covers Hazardous Substance Response Teams in the area.

4710.1 Toxicologist

The California Poison Control System (CPCS) is the statewide provider of immediate, free and expert treatment advice and assistance over the telephone in case of exposure to poisonous, hazardous or toxic substances. CPCS is available 24 hours a day, 7 days a week, 365 days a year. Trained health care professionals and toxicologists, who have many years of valuable experience handling poison cases, staff the call center, which can be reached anywhere in California by calling (800) 222-1222. CPCS provides emergency information on the following topics:

- Swallowing poison
- Eye or skin irritation from toxic substances
- Inhalation of noxious fumes or vapors
- Animal, insect, snake and spider bites
- Food or mushroom poisoning
- Drug reactions
- Attempted suicides or drug overdoses
- Pet poisoning exposures

4710.2 Product Specialist

For product specific information, contact the local suppliers listed on the product's Material Safety Data Sheet (MSDS). In the event an MSDS is not available, the San Diego County Department of Environmental Health has individuals available 24 hours per day to assist in locating a product specialist. The Chemical Manufacturers Association can also be contacted for this information via CHEMTREC(R) at (800) 424-9300.

4710.3 Certified Marine Chemist

A listing of area Certified Marine Chemists can be found in the local Yellow Pages/phone book or be obtained by contacting the Marine Chemist Association, Inc.. The Marine Chemist Association is an independent professional organization composed of chemists certified by the National Fire Protection Association in accordance with the published rules.

4710.4 Certified Industrial Hygienist

There should be a list of Certified Industrial Hygienists available in the yellow pages or may be obtained by contacting the American Industrial hygienist Association. Industrial hygienists are scientists and engineers committed to protecting the health and safety of people in the workplace and the community.

4710.5 Chemist or Chemical Engineer

There are no lists of Chemists or Chemical Engineers available for any given area.

4710.6 Sampling

Environmental response sampling that may occur during an emergency response to an oil spill or hazardous materials release. Persons performing sampling should also refer to their specific agency or laboratory protocols and procedures for detailed information for executing sampling appropriately.

Sampling during an incident can be a highly complex and variable activity that requires specific field and laboratory methods for each type of sample. A detailed, accurate chain-of-custody must be completed for all samples to be considered valid. The term sampling and samples includes collecting physical materials, surveys, and all required documentation, etc. All types of sampling should be done with an incident-specific plan that includes a workable data management plan for the scale of the incident or incident phase.

4710.61 Sampling and ICS

The Unified Command may require the Environmental Unit to produce a Sampling Plan for the coordinated collection, documentation, storage, transportation and sample submittal to appropriate laboratories for analysis and/or storage. The NOAA Scientific Support Coordinator (SSC) will coordinate the development of sampling plans with agency and industry technical specialists and the NRDA Trustees as appropriate.

The plan will be executed by Planning Section and Operations Section staffs. Additionally, when a Sampling Plan is needed, it should be prepared so that sample collection activities, sample documentation, and sample nomenclature are defined and standardized across all parties performing the activities. Note that there may not be existing procedures for the types of sample collection being performed. Dependent upon the scale of sampling needed, a Quality Assurance Strategy may also be needed to tie in the data objectives from the sampling efforts with the analytical activities that are performed. This includes specifying the frequency and type of field and laboratory quality control samples that will be collected. In the initial stages of a response incident, decisions should be focused on what information will be needed by those personnel evaluating analytical data and making decisions from the collected data.

4710.62 Sampling Purpose

During the initial phase of an incident, sampling will focus primarily on:
1) determining the pollution source or product being released,
2) determining the extent of the product in the environment,
3) determining background data for comparison to current conditions.
Environmental response sampling may be conducted for human health and safety, response decision making, natural resource damage assessments (NRDA), etc. Plans for those purposes will usually be developed by specialists in those fields.

Sampling that is part of a criminal investigation is separate from the sampling conducted for the response. Response personnel need to collect their own samples because the results from samples collected as part of a criminal investigation are typically sealed and not available for use by response personnel.

4710.63 Sampling Strategy

A source sample should be taken as close to the discharge or release point as safe and practical. This provides for the least weathered or diluted sample of the product being discharged or released into the environment. This sample will be used for many purposes, including product identification and chemical composition, and will act as the standard that other samples are compared against. A background sample should be taken in an unaffected area to determine a baseline that existed prior to the discharge or release. This should include water, sediment/soil, air, and biota samples.

The agencies that could be involved with sampling for an incident that occurs within the scope of this Area Contingency Plan include: U. S. Coast Guard, Environmental Protection Agency, National Oceanic

and Atmospheric Administration, Department of the Interior, U.S. Fish and Wildlife Service, California Department of Fish and Wildlife Office of Spill Prevention and Response, Academia, NRDA Trustees.

4710.64 Sampling Considerations

There are many factors to consider that are important to the overall effectiveness of the laboratory analysis. One critical factor is weathering. Evaporation, dissolution, oxidation, and biodegradation are some of the weathering processes that alter petroleum fingerprints. The degree to which these factors affect individual samples collected cannot be predicted. A sample may not be useful for conclusive analysis if severe weathering has occurred. Rapid response to spills, proper sample storage, and prompt shipment of samples to the laboratory can greatly reduce the effects of weathering. Cross contamination is another area of concern. Hazardous chemicals, sewage, and other substances in the environment may interfere with the petroleum fingerprint. A note should be made on the sample documentation if the sampler suspects such cross contamination may be present so the analyst can account for it during analysis.

The selection of sampling supplies is important to reduce the introduction of non-petroleum contamination to the samples by the investigator. Oil samples should not be in contact with plastic. A 4" x 4" PTFE pad should be used whenever feasible to collect swipe samples, traditional sorbent material typically contaminates an oil sample.

Because of their configuration, a vessel's bilge often has spaces where oil can become trapped. These spaces do not allow oil to mix thoroughly with the rest of the bilge, and therefore, oil in one space may have a different fingerprint than oil in another space. Homogeneity may also be a concern with large waste pits. Every effort should be made to sample multiple spaces and locations whenever non-homogenous sources are sampled.

Careful consideration should be given to the makeup of the sampling team. When appropriate, collaborations with local NGO's or other stakeholders are encouraged in order to increase transparency of sampling efforts. All organizations/agencies involved will have the necessary training, equipment, and background to provide the best sampling plan possible.

4710.65 Analytical Laboratory Services

In the event that a spill or hazardous substance release occurs and non-routine analytical services are required, a laboratory and back-up laboratory should be identified with the capability, turn-around time, and capacity to perform the desired analyses; meet the defined data analysis objectives; and have the capability to substantiate the reported analytical results by supplying the project- defined full data analysis deliverable and electronic data analysis deliverable. The following laboratories meet this criteria:

U. S. Coast Guard Marine Safety Laboratory
1 Chelsea Street
New London, CT 06320-5500
Phone: (860)271-2704
24 HR: (860)912-8022
https://www.uscg.mil/hq/cg5/msl/

California Department of Fish and Wildlife
Office of Spill Prevention and Response
Petroleum Chemistry Lab
1995 Nimbus Road
Rancho Cordova, CA 95670

Phone: (916)358-2803
https://www.wildlife.ca.gov/OSPR/Science/Petroleum-Chemistry-Lab

4710.66 Data Management

During a large-scale incident, the preparation of a data management plan may be needed to define the data collection and reporting processes. The Environmental Unit should identify the database platform that will be utilized to collect all sample and analytical data and define the primary keys for the electronic data deliverable that will be used. All sampling teams will be required to meet the data management plan in order to supply field-collected data and analytical data, respectively. Additionally, the location of where, when, and how the data was collected should be made available.

4710.67 Elements of a Sampling and Monitoring Plan

The following outline illustrates the most commonly used elements of a sampling and monitoring plan. It is not expected for an actual plan generated during an incident to copy the outline below:

1) Introduction and Purpose
2) Field Equipment
3) Monitoring
   - Target Analyses and Detection Limits
   - Fixed Real-Time Monitoring Locations
   - Mobile Platforms for Monitoring
4) Sampling
   - Safety/PPE
   - Sampling Procedures
   - Sample Preservation
   - Sample Labels
   - Chain of Custody
   - Shipping and Handling of Samples
   - Holding Times for Samples

4710.7 EPA Emergency Response Team (ERT)

Environmental Protection Agency (EPA) Emergency Response Team (ERT) is available to respond to the San Diego region to assist with all types of sample acquisitions. Contact the EPA (Signal Hill) duty phone or RRT to activate team.

4720 Oil

Oil is not one single chemical, but instead describes various complex and highly variable mixtures of hydrocarbon compounds. Most oils are petroleum-based, though some may be synthetic or formulated from other non-petroleum sources such as agricultural crops (e.g., vegetable oils). Petroleum oils come in two general categories: crude oils and refined products. Crude oils are composed of a wide variety of hydrocarbons that differ in structure and chemical properties. Refined petroleum products are typically composed of narrow range of hydrocarbons, usually of lighter-end compounds. An oil's individual chemistry influences its behavior, toxicity, and persistence in the environment. Typically, lighter oils are less persistent in the environment and yet are often more volatile and more acutely toxic to organisms. In contrast, heavier oils can be very persistent, less volatile, and often less acutely toxic organisms.

4720.1 NOAA Scientific Support Coordinator

The NOAA Scientific Support Coordinator (SSC) is one of the special technical advisors within the Incident Command System (ICS), as specified in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP, 40 CFR § 300.145). Though often seated within the Environmental Unit at an Incident Command Post as a technical specialist supporting and liaising with the overall response effort, the NOAA SSC has a primary responsibility to serve the FOSC directly as the lead scientific advisor.

The NOAA SSC can provide expert support in identifying unknown substances, assessing chemical hazards, developing response strategies, mitigating damage, obtaining weather forecasts, and meeting other response needs for releases of both oil and hazardous chemicals.

The NOAA Scientific Support Coordinator supporting USCG District-11 and EPA Region 9:
Jordan Stout
NOAA SSC
Coast Guard Island, Building 50-8
Alameda, California 94501-5100
Office: (510) 437-5344
Mobile: (206) 321-3320
24-hr spill hotline: (206) 526-4911

For contact information for other SSCs around the country, see
https://response.restoration.noaa.gov/about/orr-field-staff.html

Refer to Section 9210.31 of this Plan for more information on scientific support coordinator responsibilities.

4720.2 Lightering

Lightering is the transfer of a cargo of oil or a hazardous material in bulk from one vessel to another, including all phases of the operation from the beginning of the mooring operation to the departure of the service vessel from the vessel to be lightered. While lightering is performed on both the east and west coasts of the U.S., it occurs primarily in the Gulf of Mexico.

33 CFR Part 156 Subpart B provides detailed guidance on what is and is not permissible when lightering vessels in the United States. Topics covered include pre-arrival notices, reporting of incidents, designation of lightering zones (and factors considered in designation), prohibited areas, and operations.

Refer to the Coast Guard's "Underway Ocean Lightering Standards of Care: Coast of Southern California" Revision 12 (August 2006) for more information.

4720.3 Salvage

The Coast Guard has the Marine Safety Center Salvage Engineering Response Team (SERT), which is comprised of 8-10 staff engineers who are on call 24 hours a day, 7 days a week to provide immediate salvage engineering support to the Coast Guard Captains of the Port (COTP) and Federal On-Scene Coordinators (FOSC) in response to a variety of vessel casualties. Specifically, SERT can assist the COTP and FOSC manage and minimize the risk to people, the environment, and property when responding to vessels that have experienced a grounding, allision, collision, capsizing, or structural damage. SERT provides this assistance by performing numerous technical evaluations including: assessment and analysis of intact and damaged stability, hull stress and strength, grounding and freeing forces, prediction of oil/hazardous substance outlflow, and expertise on passenger vessel construction, fire protection, and safety.

To Contact SERT:

Salvage Team Duty Officer cell phone: (202) 327-3985
Duty e-mail: SERT.Duty@uscg.mil
Salvage Team Leader cell phone: (202) 327-3986
For all non emergent situations contact:
Salvage Assistant Team Leader cell phone: (202) 327-3987
Coast Guard (D11 Command Center): (510) 437-3701

Rapid Salvage Survey Form: When requesting SERT assistance, the Rapid Salvage Survey Form, which contains the minimum essential casualty details, should be utilized.

4720.4 Shoreline Cleanup Assessment Technique (SCAT)

The Shoreline Cleanup Assessment Technique (SCAT) Coordinator serves in the Environmental Unit and reports to the Environmental Unit Leader as a Technical Specialist. This function is responsible for providing appropriate cleanup recommendations as to the types of the various shorelines and the degree to which they have been impacted. The SCAT Coordinator should typically be staffed by a government regulatory natural resource trustee, environmental agency representative of California wildlife resources, or a contracted subject matter expert agreed upon by the Unified Command during the initial Unified Command meeting. During a spill response shoreline assessment is a function that is commonly conducted under the Environmental Unit within the Planning Section. Depending on the complexity of the spill response, the Technical Specialist role may actually exist as a team. The teams are often made up of representatives from state and federal resource agencies, the responsible party and the USCG or USEPA and should be trained and knowledgeable in their roles. Members of the team can be:

- SCAT Coordinator
- SCAT Team Leader
- SCAT Team member

Bringing each of their agency's expertise together as a team, SCAT Teams collect the data needed to develop a shoreline cleanup plan that maximizes the recovery of oiled habitats and resources, while minimizing the risk of injury from cleanup efforts. Consideration should always be given to:

- Potential for human exposure, by direct contact or by eating contaminated seafood
- Extent and duration of environmental impacts if the oil is not removed
- Natural removal rates
- Potential for remobilized oil to affect other sensitive resources
- Likelihood of cleanup to cause greater harm than the oil alone

Information from these assessments must meet the requirements of the cleanup operation, being both timely and of uniform quality and content. Finally, the SCAT teams must coordinate their field activities with the operational Divisions working in the areas being assessed. This ensures that all operations are conducted safely and that important information is exchanged.

The shoreline assessment data must be collected quickly since it is necessary for operational decision making. Experience has shown that the dual objectives of NRDA and shoreline assessment are best met when field surveys for these activities are well coordinated. A typical ICS structure includes a NRDA Representative who works through the Liaison Officer at the Command Staff level. The NRDA representative is responsible for coordinating NRDA needs and the activities of the Natural Resource trustees.

The SCAT Coordinator should be designated to manage the teams and synthesize their field data, utilizing standard GIS data formats compatible with CA OSPR's GIS database system, and develop reports used by the Environmental Unit and Planning Section to support the daily Incident Action Plan (IAP).

The shoreline assessment process should be easily modified to fit the spill conditions; it should be as simple as possible, yet comprehensive enough to address all of the issues and concerns of shoreline cleanup. It must not be a slow, cumbersome process that keeps Planning and Operations waiting for key data.

4720.5 Natural Resource Damage Assessment (NRDA)

Refer to Section 2600 and 2610 of this plan for more information on NRDA, the roles and responsibilities of the NRDA representative, and notification procedures for initiating NRDA actions.

4720.6 Specialized Monitoring of Applied Response Technologies (SMART)

Special Monitoring of Applied Response Technologies (SMART) is a cooperatively designed monitoring program for in-situ burning and chemical dispersant use. SMART relies on small, highly mobile teams that collect real-time data using portable, rugged, and easy-to-use instruments during dispersant and in-situ burning operations. Data are channeled to the Unified Command to address critical questions such as: Are dispersants effective in dispersing the oil? Are particulates concentration trends at sensitive locations exceeding the level of concern? Additional information on SMART can be obtained at https://response.restoration.noaa.gov/oil-and-chemical-spills/oil-spills/resources/smart.html.

Refer to Section 4319.1 of the Region 9 RCP for a definition of the SMART monitoring program and a listing of the three-tiered protocols for dispersant use.

4720.7 Alternative Response Technology Evaluation System (ARTES)

Refer to Section 4560 of the Region 9 RCP.

In the RCP, this section explains how On-Scene Coordinators (OSCs) can assess whether proposed countermeasures would be a useful tool in response efforts. In addition, the RCP provides several on-line resources that can be utilized to determine the effectiveness of a particular ARTES.

4720.8 Disposal

Refer to Section 5720 of the Region 9 Regional Contingency Plan (RCP).

4720.9 Dredging

Refer to Section 3232.4 of the Region 9 Regional Contingency Plan (RCP)..

4730 General

For general assistance, please contact Sector San Diego at (619) 278-7000.

4730.1 Legal

Legal issues should be directed to the D11 Command Center at (510)-437-3701 or D11 Legal at (510)-517-0508.

4730.2 Chaplain

Chaplain issues should be directed to the Sector San Diego Command Center at (619) 278-7057. The Command Center will have the number for the current chaplain.

4730.3 Public Health

Public health issues should be directed to the Supervising Environmental Health Specialist of the San Diego Department of Environmental Health Hazardous Materials Division, at (858) 505-6700 or (800) 253-9933.

4730.4 Human Resources

While agencies participating in response efforts should provide their own human resource staffs, volunteers could be considered for unexpected human resource needs/positions.

Refer to Section 4320 for more information on the San Diego County Spontaneous Volunteer Management Plan.

4730.5 Critical Incident Stress Management

Critical Incident Stress Management is used to deter or mitigate the long term effects that stressful situations might bring upon responders to stressful events i.e., work related death or serious injury, suicide, high impact cases like cruise ship sinking's, aircraft crashes or large scale environmental disasters. CISM is comprised of trained and experienced peers, Social Workers, lay leaders, Clergy and Work Life staff. Critical Incident Stress Management issues should be directed to Tiffani Collier at (310) 521-6136 or (310) 345-5941 (OOD).

4740 Law Enforcement

For information on local law enforcement operations, refer to Sections 9220.6 and 9230.5 of this Plan.

4750 Search and Rescue (SAR)

For information on SAR, refer to Chapter 18 of the Incident Management Handbook. or to Section 3310 of this Plan.

4760 Marine Fire

For information on Marine Fire, refer to Section 8000 of this Plan.

4800 Required Correspondence, Permits & Consultation

Section 6700 of the Region 9 RCP provides information on the following required correspondence, permits, and consultation.

4800.1 Administrative Orders

According to Section 6724 of the Region 9 RCP, this is reserved.

4800.2 Notice of Federal Interest

Section 6721 of the Region 9 RCP refers users to COMDTINST M16000.11, Coast Guard Marine Safety Manual, Volume VI, Chapter 7.B.3.a. for information on Notice of Federal Interest.

4800.3 Notice of Federal Assumption

According to Section 6722 of the Region 9 RCP, users should reference COMDTINST M16000.11, Coast Guard Marine Safety Manual, Volume VI, Chapter 7.B.3.d. for information on Notice of Federal Assumption.

4800.4 Letter of Designation

According to Section 6723 of the Region 9 RCP, users should reference COMDTINST M16000.11, Coast Guard Marine Safety Manual, Volume VI, Chapter 7 for information on Letter of Designation.

4800.5 Fish and Wildlife Permits

Most species of birds found in the United States are protected by the Migratory Bird Treaty Act (MBTA). The MBTA implements within the U.S. the protocols established by four international treaties between the U.S. and four other nations. Each treaty protects species of birds that occur in each of the signatory countries. In all, the MBTA protects over 800 species of birds native to the U.S. and makes it illegal (except for limited permit exceptions granted by regulation) to take, capture, kill, possess, sell, purchase, import, or export any species listed under the MBTA without a permit. Implementing regulations provide that permits may be issued for certain activities (e.g. scientific collecting, taxidermy, falconry). The regulation that provides for permits for activities associated with oil and hazardous waste spills is found at 50 CFR 21.31.

Section 3611 and 3642 of the Region 9 RCP contains detailed information on Federal and State permits and lists sources to obtain permits.

4800.6 ESA Consultations

For more information, refer to Section 4400 of the Region 9 RCP.

4800.7 Disposal

For more information, refer to Section 5721 of the Region 9 RCP.

4800.8 Dredging

For more information, refer to Section 4340 of the Region 9 RCP.

4800.9 Decanting

For more information, refer to Section 5730 of the Region 9 RCP.