



2014 LA-LB AREA

(Revised January 2016)

CONTINGENCY PLAN

**SECTION 2000
COMMAND**

ABSTRACT

The Command of an incident is in charge of the overall management of all activities. Together with the Command Staff Officers, the Command manages incident safety, communicates with the public and incident personnel, conducts outreach to other agencies, and advises on intelligence and investigation issues

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2000 COMMAND

2100 Unified Command

See also Section 2010 of the [REGIONAL CONTINGENCY PLAN](#) and sections 2200, 2300, and 2400 of this chapter.

2110 Command Representatives

There are three (3) Command Representatives comprising the Command Staff.

- Information Officer (IO) – The IO is responsible for the coordination and release of all information to the response workers, the media and the public. In addition, the IO is responsible for press releases and the scheduling of press conferences related to the incident. The IO may also establish a Joint Information Center (JIC), which is a coordination with the media and other agencies, to facilitate the coordinated release of available information.
- Liaison Officer (LOFR) - Establish liaison, as needed, with representatives of assisting and cooperating agencies, elected officials, stateholders, and non-governmental organizations (NGOs). The LOFR works closely with the Public Information Officer and the Volunteer Coordinator.
- Safety Officer (SOFR) - The SOFR is responsible for the safety of all responders associated with the response and compliance with applicable safety laws and regulations. Also, the Safety Officer is responsible for assessing hazardous and unsafe situations and developing measures for assuring personnel safety. This responsibility is limited to the boundaries of the response and does not extend to public safety measures not under the incident control and authority of the IC/UC.

There are Four(4) Command Representatives comprising the General Staff.

- Planning Section Chief is responsible for the development of the Incident Action Plan (IAP) and identifying alternative strategies for the containment and cleanup of the discharge or release.
- Operations Section Chief is responsible for management of the tactical response to the discharge or release, including containment and cleanup efforts.
- Logistics Section Chief is responsible for ensuring that the necessary personnel and equipment are obtained and delivered to conduct response operations.
- Finance/Administration Section Chief is responsible for the accounting management of Fund expenditures, including documentation for claims and cost recovery. This position will typically be staffed by SILC, District, or NPFC representative for marine oil spills under Coast Guard jurisdiction. EPA may staff this position with Contracting Officers from their regional office.

Refer to Section 2003 of the [REGIONAL CONTINGENCY PLAN](#).

Federal Representative

When the FOSC has determined that a discharge or release has occurred or there is a substantial threat of a discharge or release, he/she is authorized by the NCP to direct all private, State, or Federal actions to remove the discharge or release or to mitigate or prevent the threat of such a discharge or release. The FOSC may, if necessary, destroy a vessel discharging or threatening to discharge, by whatever means is available.

Upon receipt of notification of a discharge or release, the FOSC is responsible for conducting a preliminary assessment to determine the threat to human health and the environment; the responsible party and its capability to conduct the removal; and, the feasibility of a removal or the mitigation of impact. See Section 2005.01 for FOSC responsibilities in the event of a discharge or release.

The Federal OSC directs Federal response efforts and coordinates all other Federal efforts at the scene of a discharge or release. The **FOSC** may monitor Local, Tribal, State, or private entity actions to remove a discharge **or release**, and may provide technical assistance to Local, Tribal, State, or responsible party response personnel. If the incident occurs in EPA jurisdiction, a request for technical assistance from a State, Tribal or Local agency to EPA should be placed in writing and faxed to them. If the jurisdictions of FOSC/EPA overlap, the two agencies will discuss who will take OSC based on whether the impact is greater to the inland or coastal zone.

Refer to Section 2120 of the [REGIONAL CONTINGENCY PLAN](#).

State Representative

During responses to marine oil spills, local agencies may provide agency representatives who interface with the command structure through the State On-Scene Coordinator (SOSC), Liaison Officer, or the State representative. The SOSC plays an essential role in the Unified Command alongside the FOSC. When the USCG is FOSC the SOSC usually comes from the CA Department of Fish and Wildlife.

Each State representative may participate fully in all activities of the Regional Response Team (RRT). The State RRT representatives are expected to coordinate with the State Emergency Response Commissions (SERCs) in their respective States in order to communicate and coordinate preparedness and pre-response planning activities between the State and the RRT. State and Local government agencies are encouraged to coordinate with the State contingency planning efforts for oil and hazardous material events, the RCP, and requirements of Superfund Amendments and Reauthorization Act (SARA) Title III.

Refer to Section 2003 of the [REGIONAL CONTINGENCY PLAN](#).

Responsible Party (RP) Representative

When appropriate, the NRS is designed to incorporate a unified command and control support mechanism generally consisting of the FOSC, the State Incident Commander, the Local Incident Commander, and the Responsible Party Incident Manager. The Responsible Party has primary responsibility for cleanup of a discharge.

Each responsible party for a vessel or a facility from which oil is discharged, or which poses a substantial threat of a discharge, into or upon the navigable waters or adjoining shorelines or the Exclusive Economic Zone is liable for the removal costs and damages.

Each responsible party for a vessel or facility from which a hazardous substance is released, or which poses a substantial threat of a discharge, is liable for removal costs.

In an incident involving two or more responsible parties, each responsible party for a vessel or facility from which oil or hazardous substances is discharged is liable for the removal costs and damages. Each responsible party's liability extends to the entire incident not just its own material.

Refer to Section 2003 of the [REGIONAL CONTINGENCY PLAN](#).

2120 Guidance for Setting Response Objectives

In support of U.S. policy, the paramount response objectives that should be implemented by the Unified Command is to allocate resources to their optimum use. The priorities of strategic objectives must be carefully considered since they vary from case to case, but generally they are as follows:

- Ensure the Safety of the public and all responders

- Stop the source

- Contain the spill

- Open Water Response

- Shoreline Protection and Response

- Shoreline Cleanup

The only variance from this strategy should be considerations of safety and the protection of critical environmentally sensitive or economically, culturally or archeologically significant resources that may demand protection even though manpower and equipment may be deployed elsewhere to more efficiently recover oil.

Refer to Section 2006 of the [REGIONAL CONTINGENCY PLAN](#).

2130 General Response Priorities

In general, protection of the environmentally sensitive areas that could be impacted will receive a higher priority than economically significant sites. This hierarchy was established in the ranking of the environmentally sensitive sites as A, B & C and the economically significant sites as D, E, & F with the highest priority being A. However, resources and sites determined to be critical to the preservation of human health and safety, such as drinking water intakes, power plant intakes and desalinization plants afford first priority, ahead of an environmentally sensitive site.

The UC may utilize the predetermined response strategies for environmentally sensitive sites and economically significant sites. The UC must decide which sites are in jeopardy of being oiled and the response strategy should be implemented as indicated in the response strategy site summary sheets included in Section 9000 of this plan. The UC and the responders should remain flexible and be receptive to additional information when instituting the booming plan or other countermeasures. Factors such as unusually high winds, strong tidal currents or freshets, equipment limitations, bottom conditions and the type of oil can have a significant effect on the proposed strategy.

Refer to Sections 1002.02.8 and 2006.03 of the [REGIONAL CONTINGENCY PLAN](#).

2200 Safety

The SOFR is responsible for the safety of all activities associated with the response and compliance with applicable safety laws and regulations. Safety is also responsible for assessing hazardous and unsafe situations and developing measures for assuring personnel safety. This responsibility is limited to the boundaries of the response and does not extend to public safety measures not under the incident control and authority of the IC/UC.

Refer to Section 2003.01.3 of the [REGIONAL CONTINGENCY PLAN](#).

2210 Site Characterization

Section to be revised NOAA.

Refer to Section 4014 of the [REGIONAL CONTINGENCY PLAN](#).

2220 Site Safety Plan Development

During a major incident involving hazardous substances, several hazardous materials response (HazMat) teams could participate in the response. These teams should consist of personnel trained to at least the technician level, and should be in complete compliance with OSHA's 1910.120 regulations. One of these requirements is the development of a site safety plan (SSP).

HazMat Teams could be present from various agencies during a response. Because each of these entities normally develops its own site safety plan, there is potential for conflict or confusion when the various response teams arrive at an incident. To ensure the safety of all responders and effectively implement the response, procedures to coordinate all efforts to develop safety plans for the site are needed.

Refer to Section 2003.01.3(a) of the [REGIONAL CONTINGENCY PLAN](#).

2300 Public Information

Public Information Officer (PIO)

The Public Information Officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other agencies and organizations as appropriate. Only one Public Information Officer will be assigned for each incident, including incidents operating under Unified Command and multi-jurisdictional incidents. The Public Information Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions.

- a. Establish a single information center. (This may be called the Joint Information Center (JIC)).
- b. Contact the jurisdictional agencies to coordinate public information activities.
- c. Establish information collection requirements.
- d. Prepare initial information summary as soon as possible after arrival.
- e. Observe constraints on the release of information imposed by Incident Command.
- f. Obtain approval for release of information from Incident Command.
- g. Prepare and disseminate news releases.
- h. Attend meetings to update information releases.
- i. Arrange for meetings between media and incident personnel.
- j. Provide escort service and protective clothing to media personnel/VIPs.
- k. Respond to special requests for information.
- l. Obtain media information that may be useful to incident planning.
- m. Maintain current information summaries and/or displays of the incident and provide information on the status of the incident-to-incident personnel.
- n. Resolve conflicting information and bring media concerns to the Unified Command.

2310 Protocol for Access/Timing of Media Briefings

Pollution incidents that generate significant media interest require news conferences, at least in the first few days of emergency response. These media gatherings provide an opportunity for the three Incident Commanders (FOSC, SOFC, & RP) to tell the media what has happened and what they're doing about it. It also gives reporters a chance to photograph and ask questions of senior response officials.

If the incident is large enough for the JIC to have a Media Relations Supervisor (MRS), s/he is responsible for scheduling news conferences, managing the "press room" or conference site, advising the media in advance of upcoming news conferences, and ensuring that news releases, updated fact sheets, or press packets, podium & PA system (if needed), and visual aids (large charts, maps, diagrams) are in place before news conferences begin. In absence of a MRS, the lead Information Officer or a PAO s/he designates will be responsible for media relations' activities.

News conferences should, ideally, be held in a dedicated “press room,” preferably in the same building as the command post, but completely separated from the Unified Command’s room or area where operations and planning staff are working. (The JIC should be between the pressroom and UC’s meeting room.) Ideally, it would be near the entrance to the building and have entries from both sides of the room. Such a dedicated room allows the MRS to leave charts, maps, and diagrams posted for reporters and photographers to see, throughout the response phase. These must be updated, as often as new information becomes available, and would typically include enlarged aerial photos, spill trajectories, NOAA-generated displays, wildlife injury/mortality counts, and maps indicating the locations of oil, boom, skimming operations, closed beaches, and environmentally-sensitive areas (Threatened & Endangered Species’ habitats).

If a room at the command post is not available, news conferences could also be conducted next to a mobile command post, such as the NRF/Pacific Strike Team (PST) trailer. The outer walls of the trailer can be posted with the maps, charts, etc. A major drawback to outdoor news conferences is a lack of acoustics. It is more difficult to hear a speaker outside, especially if there is much wind or any ambient sound (such as traffic, surf, clean-up equipment, etc.). Even a slight breeze will cause papers to blow away, and wind can make a distracting noise when it blows across a microphone. News conferences held at a spill site must be carefully controlled, to mitigate safety hazards and prevent any interference with clean-up operations.

Both print and TV photographers will want access to the spill site. California Penal Code Title 11, Section 409.5(d) exempts “duly authorized representatives of any news service, newspaper, or radio or television station or network from entering the areas closed to the public by law enforcement, because of any calamity or disaster.” Reporters may not interfere, but they may observe and photograph an incident site. The UC may require media to check-in and -out, and provide proof that they represent legitimate media outlets. A business card that matches some photo I.D., or letter of introduction on company letterhead will suffice, for those who lack official press credentials. They are responsible for their own safety. (Exceptions to the media exemption from PC 409.5 are crime scenes and air crashes, where an investigation is necessary.)

Direct access to private property such as facilities, vessels, or barges will remain under the control of the owner. If possible, a Coast Guard vessel should be made available for media tours of the affected area from the waterside. When media interest exceeds the capacity of the vessel, it will be necessary to form a press pool. The selection of participants is best left to members of the media, but generally includes equal representation from print, TV, Radio, and “wire” service (AP, UPI, et al.). News organizations may also obtain their own vessel, plane, or helicopter for surveillance. Unless granted specific access by appropriate authority (FOOSC), they will continue to be governed by any security or safety zones around the site.

The lead Information Officer is responsible for briefing the three Incident Commanders (ICs) in advance, advising them of the subjects in which media seem most interested that day, and facilitating the news conference. (S/he may delegate the latter task.) One successful format has been this:

1. Lead IO welcomes media, introduces self and ICs (who should be seated at a front table, if possible), and then describes the format.

2. S/he explains that each IC will make a statement regarding his/her organization's area of responsibility, then answer questions from reporters.
3. After all three ICs have made their statements, the PIO will request that reporters who have questions raise their hands, and when s/he recognizes them, identify themselves and their organization, before asking their questions. S/he will have assigned a member of the Media staff to record the names and organizations of each reporter, for the record.
4. If a time limit has been established prior to the news conference, the PIO should say so, while describing the format. When the allotted time has nearly passed, the PIO should tell the reporters (i.e.: "We only have a few minutes before the Incident Commanders need to get back to the spill response..."). At the end of the available time, the P IO wraps it up, thanks the reporters for coming, and points out Media Staff who can answer additional questions. A uniformed USCG or OSPR law enforcement officer will escort the ICs from the pressroom or site.

The lead PIO or his/her designee should request security at news conferences, escalating the degree if there is any indication of possible demonstrations or "gate-crashing" by people outside the legitimate media.

2320 Joint Information Center (JIC)

During a major oil spill where media activity is expected to last several days, the lead Information Officer (IO) should establish a Joint Information Center (JIC) to coordinate the Public Affairs activities of participating agencies and parties. The role of the JIC is to:

- a. Provide multiple phone lines for incoming calls, staffed by knowledgeable individuals;
- b. Ensure State and Federal government Public Affairs Officers (PAOs) are available to the media;
- c. Develop and produce joint news releases under the Unified Command, which must be approved by the State, Federal, and RP's Incident Commanders, and provide copies to the Unified Command and each Section of the ICS; and
- d. Schedule, organize, and facilitate news conferences.

It is recommended that the JIC be in the same building as the Command Center, but in a room separate from other sections. PAOs need to be close to the UC and other sections for effective communication flow, but not so close as to disturb response operations.

Equipment needs for the JIC vary, dependent on the size and impact of the incident, and media and public interest levels.

If possible, a separate "Press Room" should be established for reporters' use, at spills that attract a great deal of media interest. This room may be used by reporters covering the story, and would ideally be equipped with several phone lines and electrical outlets, and a couple of desks or tables and chairs. There should be a way to display maps, status boards, and other visual aids that could be used on-camera, and a table near the door for the latest news releases, fact sheets, and advisories. If there is room for seating and a podium with PA system, the pressroom is a good site for all formal news conferences. This allows TV news crews to set-up cameras in advance, and reporters

to do stand-ups and call-ins from an easy, central location. See Section 9750, Public Affairs Procedures, for suggested equipment needs.

2330 Media Contacts

Coast Guard Public Affairs

- a. Sector LA-LB Public Affairs: 310-521-3887
- b. CG Area at 510-437-3319/3325

State Public Affairs

Office of Oil Spill Prevention and Response, Public Affairs

Office: 916-327-9516

Pager: 916-326-0261

Office of Emergency Services 1-800-852-7550

2330.3 Wire

Service Associated	(213) 626-1200
Press	(213) 346-0200 (fax)
City News	(310) 481-0404
United Press Int'l	newstips@upi.com

Northern Sector

Newspapers

Fillmore Gazette	(805) 524-2481
Lompoc Record	(805) 739-2229
Ojai Valley News	(805) 646-1476
Santa Barbara Independent	(805) 965-5205
Santa Barbara News-Press	(805) 564-5200
Santa Paula Times	(805) 525-1890
Santa Ynez Valley News	(805) 688-5522
Ventura County Star	(805) 437-0000

Television

KEYT TV (3)	(805) 882-3933
KSBY TV (6)	(805) 541-6666

Radio

KCAQ (FM 104.7)	(805) 289-1400
KHAY (FM 100.7)	(805) 642-8595
KMGQ (FM 106.3)	(805) 962-7800
KSYV (FM 96.7)	(805) 688-5798
KTMS (AM 1250)	(805) 966-1755

Southern Sector**Newspapers**

The Los Angeles Times	(213) 237-5000 (213) 237-4712 (fax)
The Daily Breeze	(310) 540-5511 (310) 540-6272 (fax)
Long Beach Press-Telegram	(562) 435-1161 (562) 437-7892 (fax)
The Daily Pilot	(714) 966-4600
Orange County Register	(877) 469-7344
PV Peninsula News	(310) 377-6877
The Argonaut	(310) 822-1629

Television

KABC TV (7)	(877) 777-6397
KCAL TV (9)	(818) 655-2000
KNBC TV (4)	(951) 788-2221
KTLA TV (5)	(213) 460-5500
KTTV TV (11)	(310) 584-2025
KOCE TV (PBS)	(714) 895-5623

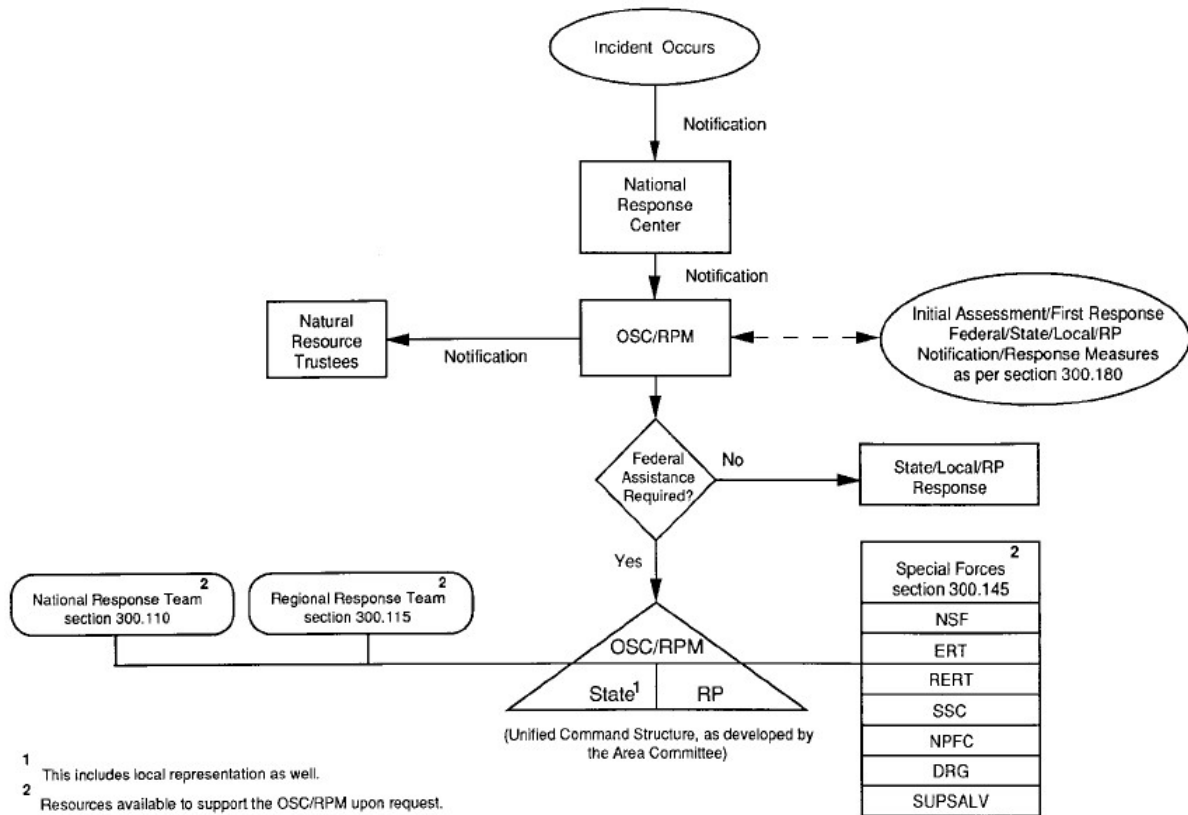
Radio

KNX 1070 News	(323) 900-2070
KVTA 1520	(805) 289-1520

KABC (AM 790)	(310) 840-4900
KALI (AM 1430)	(626) 844-8882
KBIG (FM 104.3)	(818) 546-1043
KCRW (FM 89.9)	(310) 450-5183

2400 Liaison

During responses to marine oil spills, local agencies are not usually involved specifically as part of a unified command, but provide agency representatives who interface with the command structure through the Liaison Officer or the State representative. When a unified command is used, the Coast Guard establishes a Command Post and Joint Information Center (JIC). The Unified Command is normally located near and convenient to the site of the discharge. All responders (Federal, State, local and private) are incorporated into the response organization (Figure 1000-A below) at the appropriate level.



Refer to 40 CFR 300.105.

2410 Investigators

Reserved

Refer to Section 2008 of the [REGIONAL CONTINGENCY PLAN](#).

2420 Federal/State/Local Trustees

The Regional Response Team is responsible for assisting the FOSC, who shall ensure that trustees for natural resources are promptly notified of discharges or releases. The FOSC shall coordinate all response activities with affected natural resource trustees and shall consult with affected trustees on appropriate removal action to be taken. In accordance with the NCP, FOSCs are required to contact the Department of the Interior when a discharge may impact any natural resource including endangered species or their habitat.

Pursuant to the National Oil and Hazardous Substances Pollution Contingency Plan (NCP), Federal Trustees are federal officials who are to act on behalf of the public as trustees for natural resources.

State trustees shall act on behalf of the public as trustees for natural resources, including their supporting ecosystems, within the boundary of a state or belonging to, managed by, controlled by, or appertaining to such state.

The tribal chairmen (or heads of the governing bodies) of Indian tribes, or a person designated by the tribal officials, shall act on behalf of the Indian tribes as trustees for the natural resources, including their supporting ecosystems, belonging to, managed by, controlled by, or appertaining to such Indian tribe, or held in trust for the benefit of such Indian tribe, or belonging to a member of such Indian tribe, if such resources are subject to a trust restriction on alienation.

Refer to Section 2007 of the [REGIONAL CONTINGENCY PLAN](#).

2430 Agency Reps

An Agency Representative is an individual assigned to an incident from an assisting or cooperating agency who has been designated authority to make decisions on matters affecting that agency's participation at the incident. AREP's report to the LNO or to the IC in the absence of a LNO.

During responses to marine oil spills, local agencies are not usually involved specifically as part of a unified command, but provide agency representatives.

Refer to [Incident Management Handbook](#) or Section 2007 of the [REGIONAL CONTINGENCY PLAN](#).

2440 Stakeholders

Any person, group, or organization affected by and having a vested interest in the incident and/or the response operation.

Refer to [Incident Management Handbook](#) or Section 2007 of the [REGIONAL CONTINGENCY PLAN](#).

Environmental

The National Response System (NRS) (See Figure 1000-A above) was developed to coordinate all government agencies with responsibility for environmental protection, and to provide a focused response strategy for the immediate and effective mitigation of an oil or hazardous substance discharge.

Key decisions and objectives are:

- o Provide protection of environmental sensitive areas including wildlife and historic properties.
- o Identify and maximize the protection of environmental sensitive areas.
- o Identify threatened species and prepare to recover and rehabilitate injured wildlife.
- o Investigate the potential for and if feasible, utilize alternative technologies to support response efforts.

Refer to [Incident Management Handbook](#) or Section 2007 of the REGIONAL CONTINGENCY PLAN.

Economic

The increasing cost of the cleanup and the damage to the environment caused by cleanup activities must be weighed against the ecological and economic effects of leaving the remaining oil in place. The decision to terminate cleanup operations is site-specific.

Refer to Section 1002.5 or 2007 of the [REGIONAL CONTINGENCY PLAN](#).

Political

Based on the type of incident, it may impact the level of political and media interest. The FOSC will work with RRT to promptly brief county leaders, Congress members, mayors, governors etc.

Incidents may have more than one agency with incident jurisdiction or when they cross political jurisdictions. This gives rise to the range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political/geographical (e.g., city, county, state or federal boundary lines) or functional (e.g., police department, health department, etc.).

Refer to [Incident Management Handbook](#) or Section 2110 of the REGIONAL CONTINGENCY PLAN.

2500 Regional Response Team

2510 Activation of the RRT. Refer to Section 1420 of this plan.

An incident-specific RRT may be activated upon request from the FOSC, or from any RRT representative, to the Co-Chair of the RRT, when a discharge or release:

- Exceeds the response capabilities available to the FOSC in the place where it occurs;
- Transects State, Regional and/or international boundaries; or
- Poses a substantial threat to public health, welfare, or to the environment, or to regionally significant amounts of property.

Requests for RRT activation shall subsequently be confirmed in writing. Local requests for RRT activation must be made through the State RRT member. The various levels of activation can be found in the NCP. An incident-specific RRT activation may take place by telephone or by assembly (40CFR300.115). Levels of activation are listed below.

Alert - Notification of RRT members that an incident has occurred.

Standby - Notice to some or all RRT members that their services may be needed and that they are to assume a readiness posture and await further instructions. Notice may be given by telephone.

Partial - Notice to selected RRT members that their services are required in response to a pollution incident. The activation notice will specify the services requested and the services that will be required. The initial activation notice may be provided by telephone.

Full - Notice to all RRT members (with the exception of representatives of non-affected States) that their services are requested in response to a pollution incident. The activation notice will specify the services being requested from each RRT member. The services of some members may be limited to advising the FOSC on general matters. The initial activation notice may be provided by telephone.

The RRT can be deactivated by the Chair when he or she determines that the FOSC no longer requires RRT assistance. The time of deactivation shall be included in a POLREP.

2600 Reserved

2700 Reserved

2800 Reserved
