



# LA-LB AREA CONTINGENCY PLAN v.2014.4

**SECTION 6000  
FINANCE**

## **ABSTRACT**

Information on accessing the Oil Spill Liability Trust Fund to respond to environmental emergencies and establishing a Finance Section within the Incident Management structure to track expenditures and oversee cost recovery efforts

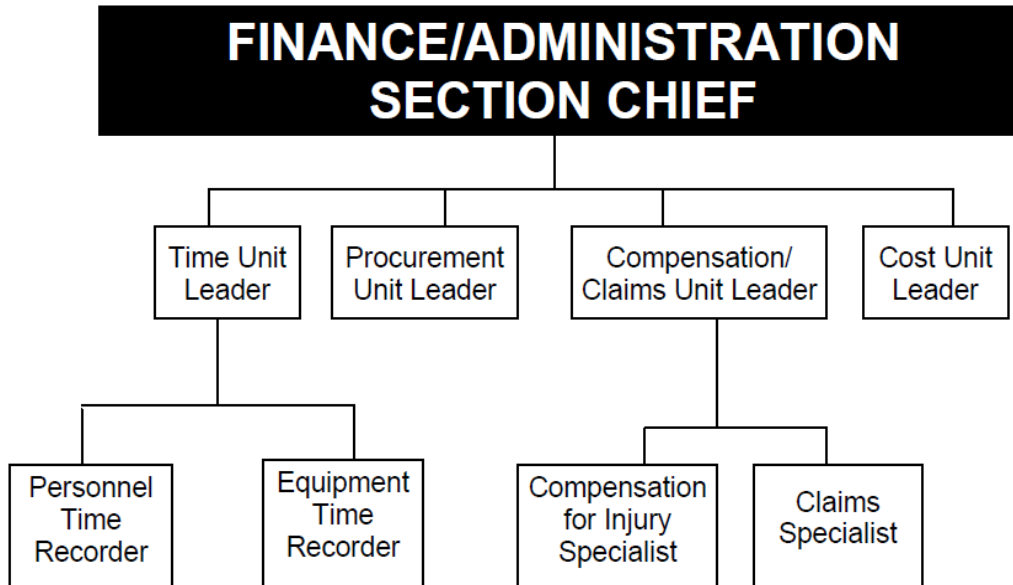
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## 6000 FINANCE / ADMINISTRATION

### 6100 Finance / Administrative Section Organization

Finance Section Chief (FSC) is a member of the General Staff. The FSC is responsible for all financial, administrative and cost analysis aspects of the incident and for supervising members of the Finance/Admin Section. They can be performed by one individual or can be expanded, as needed, into additional organizational units with appropriate delegation of authority.



Refer to the Coast Guard [Incident Management Handbook](#).

### 6200 Fund Access

The person or persons responsible for discharges or releases are liable for costs of cleanup. The FOSC shall attempt to have the party responsible for the discharge or release voluntarily assume responsibility for containment, removal, and disposal operations. If the FOSC determines that the responsible party has caused the discharge of oil or release of hazardous substances, he/she may initiate appropriate response actions established by Oil Pollution Act of 1990 (OPA), Clean Water Act (CWA), or Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA). Action will be initiated by the agency administering the funding mechanism to recover such expenditures from the party responsible for the discharge, if known. The FOSC may also issue an Administrative Order, either by consent or unilaterally, to require financially viable responsible parties to conduct the removal action.

Refer to the [National Pollution Funds Center Guide](#).

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**6210 OSC Access**

The FOSC's now access the Oil Spill Liability Trust Fund (OSLTF) via the Ceiling and Numbering Processing System (CANAPS), an online fund request system that is intended to replace the manual fund requests via telephone or message traffic. CANAPS automates and centralizes the creation and management of project numbers and ceilings for federally funded responses initiated by Federal On-Scene Coordinators (FOSCs).

**6220 State Access**

The President, upon the request of a Governor of a State, or the individual designated by the Governor, may obligate the OSLTF through the National Pollution Funds Center (NPFC) for payment in an amount not to exceed \$250,000 for removal costs consistent with the National Contingency Plan (NCP) required for the immediate removal of a discharge, or the mitigation or prevention of a substantial threat of a discharge, of oil. Requests for access to the OSLTF must be made by telephone or other rapid means to the OSC.

**6230 Trustee Access**

A Lead Administrative Trustee (LAT) will contact the FOSC or his/her representative to secure money to initiate the assessment of natural resource damages following an oil spill. The LAT will provide an outline of studies jointly agreed upon by the participating trustees for which funding is sought and how such funds will be allocated among the trustees. Each participating trustee will provide documentation of all expenditures, costs and activities. The LAT is responsible for coordinating all such documentation to the representatives of the OPA Fund.

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**6300 Cost**

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The Cost Unit Leader is responsible for collecting all cost data, performing cost effectiveness analyses, and providing cost estimates and cost saving recommendations for the incident.

**6310 Cost Documentation Procedures, Forms & Completion Report**

Refer to the [National Pollution Funds Center Guide](#).

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**6400 Time**

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The Time Unit Leader is responsible for equipment and personnel time recording.

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**6500 Compensation/Claims**

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The Compensation/Claims Unit Leader is responsible for the overall management and direction of all Compensation for Injury Specialist and Claims Specialists assigned to the incident.

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**6600 Procurement**

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The Procurement Unit Leader is responsible for administering all financial matters pertaining to vendor contracts.

**6610 Contracting Officer Authority**

A Contracting Officer, Primary Alternate and Secondary Alternate is assigned to each spill. The Contracting Officer may be tasked to review invoices and insure prices are the prices set forth in the Basic Ordering Agreement (BOA) and forward them to FINCEN for payment.

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**6700 Reserved****6800 Reserved****6900 Reserved for Area/District**

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