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## RRT IX Regional Contingency Plan – Dispersant Use Plan for California

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### Job Aid 9 Operational Templates and Safety Tools

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## 9.a Sample ICS Forms

Blank ICS forms, in various formats, can be found at: <https://response.restoration.noaa.gov/oil-and-chemical-spills/oil-spills/electronic-incident-command-system-ics-forms>

Some examples of common ICS forms completed during recent drills and used to support ART decision-making are presented below. They are meant as examples only and are not proscriptive.

### i. Resource Requests (ICS 213RR)

Requesting SMART (see also [Job Aid 5](#), pg. 6)

Resource Request Message				Purpose: The 213RR CG is used by all incident personnel to request tactical and non-tactical resources.		ICS-213 RR CG (2/07)			
1. Incident Name:				2. Date/Time:		3. Resource Request Number:			
4. ORDER Note: Use additional forms when requesting different resource sources of supply									
Requestor	a. Qty	b. Kind	c. Type	d. Priority U or R	e. Detailed item description (vital characteristics, brand, specs, experience, etc.) and, if applicable, purpose/use, diagrams, and other info.	f. Requested Reporting Location: Date/Time:	g. Order # (LSC)	h. ETA (LSC)	i. Cost
	2	ea			Fluorometer Kits (including all supporting equipment) to be used for Tier 3 Dispersant Monitoring operations.				
	8	ea			Technicians to operate Fluorometers. 4 persons for day shift (2 on each fluorometer. 4 persons for night and other support activities				
	1	ea			Hydrolab				
	2	ea			Strike Team Technician to provide Tier 1 SMART overflight capability				
5. Suggested source(s) of supply - POC phone number if known and suitable substitutes: SMART Dispersant Support - Duty Officer 415-883-3311. USCG Pacific Strike team, Hamilton Field, Novato, CA 94949						6. Requestor Position and Signature: Date/Time:			
						7. Section Chief/Command Staff Approval: Date/Time:			
Plans	8. RESL - check box (a) if request is for tactical or personnel resources. Then note availability in box 8.b or 8.c.			a. <input type="checkbox"/>	b. <input type="checkbox"/> Resources available as noted in block 12	9. RESL Review/Signature: Date/Time:			
				c. <input type="checkbox"/> Resources not available					
Logistics	10. Requisition/Purchase Order #:			11. Supplier Name/Phone/Fax/Email:			13. Logistics Section Signature: Date/Time:		
	12. Notes:								
Finance	14. Order placed by (check box): <input type="checkbox"/> SPUL <input type="checkbox"/> PROC <input type="checkbox"/> OTHER _____								
	15. Reply/Comments from Finance:						16. Finance Section Signature: Date/Time:		

Full instructions on back page. Requestor fills in blocks 1-5, except # 3 & # 4.g-i (shaded area), signs block 6 (do not forget position), gets appropriate Section Chief or Command Staff approval in block 7, and keeps yellow copy (bottom). If applicable, RESL reviews if resource available, signs block 9 and keeps blue copy. Logistics fills in block 4.g and h, and blocks 10-13, and keeps orange copy. Orderer (LSC or FSC) fills in block 4.i. Finance fills in blocks 15 - 16 and keeps green copy. Pink copy is returned to RESL for tactical/personnel or requestor for non-tactical. White copy goes to DOCL.

## Requesting Wildlife Dispersant Spotters

Resource Request Message				Purpose: The 213RR CG is used by all incident personnel to request tactical and non-tactical resources.		ICS-213 RR CG (2/07)				
1. Incident Name:				2. Date/Time:		3. Resource Request Number:				
4. ORDER Note: Use additional forms when requesting different resource sources of supply										
Requestor	a. Qty	b. Kind	c. Type	d. Priority U or R	e. Detailed item description (vital characteristics, brand, specs, experience, etc.) and, if applicable, purpose/use, diagrams, and other info.	f. Requested Reporting Location: Date/Time:		g. Order # (LSC)	h. ETA (LSC)	i. Cost
	1	ea			Wildlife Spotting Aircraft with Crew. Capability: Range 1000nm, 6 pax, twin engine)					
	2	ea			Wildlife Observers for aerial Dispersant Observation					
	4	ea			Wildlife Observers for Vessel Dispersant Observation					
5. Suggested source(s) of supply - POC phone number if known and suitable substitutes: Contact Holly Gellerman (CA F&W) 916-747-0611 for wildlife observers.						6. Requestor Position and Signature: Date/Time:				
						7. Section Chief/Command Staff Approval: Date/Time:				
Plans	8. RESL - check box (a) if request is for tactical or personnel resources. Then note availability in box 8.b or 8.c.			a. <input type="checkbox"/>	b. <input type="checkbox"/> Resources available as noted in block 12	9. RESL Review/Signature: Date/Time:				
				c. <input type="checkbox"/> Resources not available						
Logistics	10. Requisition/Purchase Order #:			11. Supplier Name/Phone/Fax/Email:			13. Logistics Section Signature: Date/Time:			
	12. Notes: Contact Holly Gellerman (CA F&W) 916-747-0611									
Finance	14. Order placed by (check box): <input type="checkbox"/> SPUL <input type="checkbox"/> PROC <input type="checkbox"/> OTHER _____									
	15. Reply/Comments from Finance:					16. Finance Section Signature: Date/Time:				

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## Requesting Vessels of Opportunity (VOO) for SMART fluorometry

Resource Request Message					Purpose: The 213RR CG is used by all incident personnel to request tactical and non-tactical resources.		ICS-213 RR CG (2/07)																																																																										
1. Incident Name:					2. Date/Time:		3. Resource Request Number:																																																																										
4. ORDER Note: Use additional forms when requesting different resource sources of supply																																																																																	
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ii. ICS 204 for Dispersant Operations

1. Incident Name		2. Operational Period (Date/Time) From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch		4. Division/Group/Staging Dispersant Assessment Group (DAG)			
5. Operations Personnel					
	Leader	Phone #	# Persons	Notes	
Operations Section Chief:					
Deputy Operations Section Chief:					
Branch Director:					
Deputy Branch Director:					
Division/Group Supervisor/STAM:					
Strike Team/Task Force/Resource Identifier	Leader	Phone #	# Persons	Notes	
SMART TEAM					
VOO					
WILDLIFE SPOTTERS					
OTHER QUALIFIED AIR OBSERVERS					
7. Work Assignments See dispersant plan and attached maps as applicable.					
8. Special Instructions  (See also Section 8 of ICS 204a-CG on next page)  <b>Required dispersant use conditions:</b> <ul style="list-style-type: none"> <li>• Use only those dispersant products that have been subject to NEB and ESA Section 7 reviews;</li> <li>• Avoid spraying within 100 m of aggregated marine mammals, sea turtles, surface schooling fish or brown sea nettles, or within 1000' of bird groups;</li> <li>• Do not use within 1 mile of an anadromous river mouth.</li> </ul> <b>Incident-specific avoidance considerations:</b> <ul style="list-style-type: none"> <li>• Avoid use near/over seabird colonies and/or marine mammal haul-out areas if planes or boats could haze animals into the oil (consult with trustee agencies);</li> <li>• Avoid seasonal offshore breeding areas of Marbled Murrelet (confer with trustee agencies);</li> <li>• Avoid use over large and persistent larval retention areas (confer with trustee agencies);</li> </ul>					
9. Communications (radio and/or phone contact numbers needed for this assignment)					
Assignment	Channel Name	Frequency (Tx)	Phone		
_____	_____	_____	_____		
_____	_____	_____	_____		

1. Incident Name		2. Operational Period (Date/Time)		ASSIGNMENT LIST ATTACHMENT	
		From: _____ To: _____		ICS 204a-CG	
3. Branch			4. Division/Group		
5. Strike Team/Task Force/Resource (Identifier)		6. Leader		7. Assignment Location	
8. Work Assignment Special Instructions, Special Equipment/Supplies Needed for Assignment, Special Environmental Considerations, Special Site Specific Safety Considerations					
<p><b>(See also Section 8 of ICS 204-CG on previous page)</b></p> <p><b>The wildlife BMPs will include:</b></p> <ul style="list-style-type: none"> <li>Protected species observers will be present on aircraft and vessels associated with dispersant application or transiting the action area to engage in the dispersant response.</li> <li>Wildlife spotters, whether on vessels or aircraft, will function to record data on protected species within the spill area and will advise the dispersant spotter and spray aircraft or vessels of sites within the operational area where wildlife have been spotted. Wildlife spotters can direct a suspension of spraying if animals are within the buffer area.</li> </ul> <p><b>The wildlife BMPs may include:</b></p> <ul style="list-style-type: none"> <li>Avoidance of plane, helicopter or vessel intrusion on or over bird rookeries (e.g., offshore islands) and pinniped haul out areas.</li> </ul> <p><b>Additional BMPs may include:</b></p> <ul style="list-style-type: none"> <li>Vessels involved in dispersant spraying operations will not exceed 10 knots (11.5 miles per hour) in speed when marine mammals or sea turtles are observed in the area.</li> <li>At a minimum, tier 1 SMART monitoring will be performed, and tier 2 and 3 monitoring conducted as appropriate. Incident specific emergency Section 7 consultations may require additional monitoring.</li> <li>To lessen the potential for ship strikes, vessels will avoid close approach to whales, pinnipeds and sea turtles by instituting a 100 yard (300 feet) in-water buffer. If a vessel is approached by one of these species, and it is safe to do so, the vessel will disengage its props until the animal(s) has clearly moved more than 100 yards (300 feet) from the response vessel.</li> <li>Vessels involved with dispersant spray operations will maintain a distance of 200 meters (656 feet) from observed killer whales (orcas).</li> <li>Restricted use zones of 100 meters (312 feet) will be established around high concentrations of marine mammals or sea turtles (e.g. feeding areas, migration pathways, haul-outs or rookeries) for dispersant planes and vessels, or at distances established as part of an emergency consultation with NMFS.</li> </ul>					
Approved Site Safety Plan Located at:					
9. Other Attachments (as needed) <input type="checkbox"/> Map/Chart <input type="checkbox"/> Weather Forecast/Tides/Currents <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____					
10. Prepared by: _____		Date/Time _____		11. Reviewed by (PSC): _____	
				Date/Time _____	
12. Reviewed by (OSC): _____				Date/Time _____	

9.b Health and Safety Plan for Aerial and Vessel Dispersant Application  
(From API Technical Report 1148, available in its entirety [here](#))

i. Purpose and Scope

The health and safety of responders is the priority in dispersant operations. Every responder must ensure that the operations are conducted and supervised in the safest manner possible.

Every dispersant response should have its own Health and Safety Plan. As part of pre-planning, a template should be developed to facilitate rapid preparation of a health and safety plan for aerial and vessel dispersant operations. The organization of the Dispersant Operation Health and Safety Plan should follow the Plan Holder's format. If that is not readily available, a template provided by the Caribbean RRT has also been excerpted, edited, and offered for use and modification in [section 9.b.iv](#) below. The IMT Safety Officer is responsible for ensuring the plan is completed and integrated into the overall Incident Safety Plan.

ii. General Guidelines

The key health and safety operational procedures and personal protective equipment for the various dispersant activities are provided below. The supervisors of the dispersant staging airports and ports are responsible for the safety of operations at the staging locations and the aircraft Pilot in Charge (PIC) and vessel captains are responsible for the safety of operations under their supervision. The leader/supervisor of spray equipment teams, monitoring teams and other teams dispatched to operate on either dispersant aircraft or vessels are responsible for the safe operations of the team members and of the equipment. However, the overall responsibility for safety remains with the PIC and the vessel captains should there be any difference of opinion on safety issues.

iii. Aviation Safety

Aviation safety is critical to dispersant operations as there are often multiple aircraft working together at low altitudes in offshore areas often out of the sight of land. A network of safety professionals working together is required to ensure safe operations. This safety network consists of the IMT Safety Office, who has overall incident safety responsibility, and members of the Air Operations Branch, Aviation Consultant in the Aerial/Vessel Dispersant Group, OSRO safety managers, safety managers/organizations of the contracted dispersant aircraft companies and most important, the Pilots-In-Charge (PICs) of the dispersant aircraft. The Dispersant Aviation Consultant works closely with Air Operations Branch by attending the daily Air Operations briefing and meetings and assisting in developing aviation procedures to ensure dispersant activities are represented, fully coordinated and integrated with overall air space management. The Aviation Consultant may also meet with and coordinate the aviation operations procedures with the staging base personnel.

The OSRO and its dispersant aviation contractors will prepare safety and operational plans for the operations at the staging airports, based on the standard operating and safety procedures that are part of each aviation contractor's Operational Plan, and inclusive of the guidance and procedures (e.g., wildlife avoidance BMPs, separation distances, communication frequencies) developed by the Air Operations Branch for the specific spill incident. See also [9.a.ii](#) above.

iv. Sample Health and Safety Plan for Dispersant Operations

Begins on next page. Excerpted and modified from Caribbean RRT, available in its entirety [here](#). This template can be used as a starting point if no other Health and Safety Plan is available from the OSRO.

<b>HEALTH AND SAFETY PLAN FOR DISPERSANT OPERATIONS</b>	
<b>Event Name:</b>	<b>Date:</b>
<b>RP:</b>	<b>OSRO:</b>
<b>FOSC:</b>	<b>SOSC:</b>
<b>OSC:</b>	<b>PSC:</b>
<b>SAFETY OFFICER (Name and contact info):</b>	
<b>SITE DESCRIPTION</b>	
General area (include distance from nearest shoreline):	
Lat:	Long:
<b>HAZARDS</b>	
General hazards (e.g., response vessel congestion, lack of safety zones):	
Oil specific (e.g., fresh oil with volatiles present):	
Dispersant specific (e.g., planned aerial v. vessel application):	
Weather specific: (e.g., high sea state, high winds, fog, rain, severe storms, cold, heat):	
<b>RESPONSE OBJECTIVES</b>	
<input type="checkbox"/> Dispersant application <input type="checkbox"/> Dispersant observation <input type="checkbox"/> Dispersant monitoring Other:	
<input checked="" type="checkbox"/> Detailed objectives shall be developed daily. <input checked="" type="checkbox"/> The Dispersant Workplan shall be attached to this Site Safety Plan.	
<b>SITE CONTROL</b>	
Reporting:	Personnel involved with dispersant application, observation and monitoring shall report to the Safety Officer and the Unified Command.
Site Safety Plan:	Personnel involved with dispersant application, observation, and monitoring shall subscribe to this or other Site Safety Plans approved by the Safety Officer.
Training	No person shall take part in the dispersant operation without adequate training in safety and health, based on work assignment and relevant hazardous conditions.
Site boundary:	Site boundaries and exclusion zones for dispersant operation shall be marked on a map, attached to the Work Plan and Site Safety Plan, and be modified as necessary.
Exclusion zone:	Exclusion zones will be established by the Unified Command as needed to keep away vessels not involved with dispersant operations.



## HEALTH AND SAFETY PLAN FOR DISPERSANT OPERATIONS, continued

### DISPERSANT HAZARD EVALUATION

Application:	<p>Dispersants reduce the surface tension of the oil and break it into tiny droplets. The oil droplets then mix in the water column and disperse. They contain a surfactant mixed with a solvent, and possibly other chemicals that serve as stabilizers. The solvents currently in use are water, alcohol, glycol, or ethylene glycol.</p> <p>Dispersants will most likely be sprayed onto the oil via aircraft. Flying altitude during application is expected to be 50 to 100 feet above the water. Spray may drift 100' beyond the wingtips. Spraying will not occur in high winds (&gt;25 kts).</p>
Health hazards:	<p>Droplet inhalation is the most likely dispersant exposure route. Toxicity of the solvents now in use is relatively low, and if safe operating procedures are used, the concentration is not expected to be above the level of concern. Overexposure to the solvents may cause nausea, dizziness, headache and skin and eye irritation.</p> <p>All persons potentially in contact with the dispersants should read and understand the safety data sheet (SDS) of the dispersant to be used, understand symptoms of over-exposure, and take all preventive measures.</p> <p>Exposure to dispersants may be in addition to, and/or confounded with, exposure to untreated surface oil slicks and their volatiles. The Site Safety Officer will also advise on hazards and mitigations for potential oil exposures.</p>
Protection:	<p>Minimize exposure. Vessels monitoring dispersant operations should be upwind and at a safe distance (minimum 1000 yards) from aerial application. Respirators may not be a routine requirement for personnel involved in dispersant application and monitoring but may under some conditions be recommended by the Site Safety Officer.</p> <p>Personnel loading the dispersants on planes and vessels and otherwise handling large quantities of the product should exercise greater caution and protection. They should wear non-permeable clothing, boots, and gloves, use eye protection, and exercise safe loading transfer of the material. procedures. Since loading of dispersant-applying aircraft may be done many miles away, prudent safety management requires that this operation be monitored by a Safety Supervisor at the loading site.</p>
Monitoring:	Monitoring may be conducted to evaluate the concentration of hazardous chemicals, and to justify the level of PPE. Refer to attachment 1

### GENERAL SITE SAFETY AND HEALTH PROCESURES

PFD:	All personnel working in boats or within 10' of water shall wear Coast Guard approved personal floatation devices (PFDs).
Buddy system:	Personnel must always work within sight of a partner .
Fires:	All vessels shall carry fully charged and operational fire extinguishers.
Heat stress:	The Site Safety Officer shall make heat stress determinations throughout the day. If it is determined that a heat stress hazard exists, an alert shall be passed to all teams. Cold water or lightly sweetened drinks shall be available on all vessels.
Cold stress:	Workers shall be provided with adequate warm clothing. The Site Safety Officer shall make cold stress determinations throughout the day when temperatures fall below 50° F. For prolonged water temperatures below 59° F, or a combined water and air temperature less than 100° F, exposure suits shall be worn by personnel working/traveling in small boats or aircraft over water.
UV Light:	Sunscreens of protection factor 15 or greater, and UV tinted safety glasses shall be made available for response personnel as needed.
Decontamination:	All contaminated items shall either be decontaminated or disposed of appropriately.

## HEALTH AND SAFETY PLAN FOR DISPERSANT OPERATIONS, continued

### EMERGENCY PROCEDURES

#### Medical

- Contact medical personnel for any event beyond your capacity to help.
- Do not attempt to move seriously injured personnel due to risk of further injury. Call for medical evacuation.
- Contact ATSDR: 404-639-0615 (24-hr)

Closest hospital for regular emergencies:

Name:

Phone:

Closest hospital for chemical exposures:

Name:

Phone:

#### Fire

- If you discover a fire onboard a vessel, immediately notify whomever is in charge. Begin fighting the fire with the nearest extinguisher. Be careful not to get in a position where there is no means of escape. Support incoming trained fire-fighters as directed.
- Sound the appropriate fire signal if the fire cannot be put out quickly.
- Radio in for help; use distress signals.

### COMMUNICATION

#### Non-verbal signals:

Thumbs up:	I'm OK / I agree
Thumbs down:	I don't agree
Hands across throat:	I'm out of air / having trouble breathing
Grab hand or arm:	Come with me
Hands on head:	I need assistance
Repeated short horn blasts:	Fire emergency

#### Radio:

Working:      Freq:      Chan:      \_\_\_ VHF    \_\_\_ UHF    \_\_\_ CB    Other \_\_\_\_\_

Emergency:      Freq:      Chan:      \_\_\_ VHF    \_\_\_ UHF    \_\_\_ CB    Other \_\_\_\_\_

#### Phone:

OSC:	Name:	Phone:
Site Safety Officer:	Name:	Phone:
Police:	Name:	Phone:
Fire:	Name:	Phone:
Ambulance/EMT:	Name:	Phone:
Agency for Toxic Substance and Disease Registry:	(Emergency medical and toxicological information) 404-639-0615 (24-hr)	
Other:	Name:	Phone:
Other:	Name:	Phone:

## HEALTH AND SAFETY PLAN FOR DISPERSANT OPERATIONS, continued

### Procedures and Personal Protective Equipment (PPE)

(from API Technical Report 1148)

#### Spray and Spotter Aircraft

To limit impacts of dispersant spray drifting to personnel onboard vessels or offshore platforms:

- Prior to applying dispersants, spotter aircraft should make a safety pass over the spill site to confirm the area is free of wildlife, vessels, platforms and obstructions.
  - Based on spray drift models, spray may drift 100-500' from the point of aerial application, so protective setbacks from vessels and platforms should be a minimum of 1000'. Greater distances may be required based on spill specifics and at the direction of the UC.
  - A second pass over the spill site should be made to photo-document the area during the current spray pass and to assure the next area for spraying is also clear.
- Contact vessels and platforms in the area and advise where and when dispersants will be applied.
- Send message to staging airport: "Area clear, preparing to spray", and announce commencement of spraying to vessels, platforms and aircraft in the vicinity.
- The spotter aircraft will act as air controller for the on-scene aerial dispersant operations by coordinating the activities of aircraft in the operating areas, including spray aircraft, monitoring (SMART, wildlife spotter) aircraft, other UC-approved surveillance/observation/video/media aircraft, to ensure the safety of the operations.

#### Staging Airport Dispersant Transfer Operations

PPE includes the following:

- Rubber steel toes/shank shoes or boots with textured soles;
- Rubber gloves (as needed): option of leather gloves if no contact with dispersant;
- Full face shields recommended, worn over safety goggles;
- Hard hats as required by Safety Officer. These may not be needed near aircraft.
- Tyvek suits may be used. However, in hot climates, these may not be used due to heat exhaustion and dehydration concerns.
- Cloth coveralls or work clothes may be worn by personnel not exposed to splashing liquids;
- Eye wash and portable shower should be provided near the dispersant transfer area;
- Hearing protection should be worn in noisy areas;
- For loading dispersant onto C-130s, BT-67, DC4s and DC3s, all engines on the side where the dispersant loading will occur shall be shut down. Loading shall be done on the side opposite the operating engines, and an aircrew member shall be present to supervise the loading. The aircraft may be approached only when the aircrew member indicates it is safe to proceed.
- When loading dispersant onto King Air's (BE-90s), both engines must be secured and the propellers must have sopped. The aircraft may be approached only when the aircrew member indicates it is safe to proceed.

#### Vessel Dispersant Application

During vessel dispersant spray operations, all personnel should be in the vessel's cabin and not on deck.

PPE includes the following:

- Chemical resistant gloves for dispersant handling, inner vinyl or latex gloves
- Splash goggles, safety helmet or hard cap
- Polycoated Tyvek suit, non-skid safety shoes
- Air purifying respirator with organic vapor cartridges should be available during dispersant spray operations, and these respirators should be worn if dispersant application is with fire monitors.
- Eye wash bottle should be available onboard the vessel.

### HEALTH AND SAFETY PLAN FOR DISPERSANT OPERATIONS, continued

## Sign-Up Sheet

**For date(s) of dispersant operation:** \_\_\_\_\_

[illegible]

9.c Safety Data Sheets

Please click on desired link:

- i. [Corexit EC9500A](#)
- ii. [Corexit EC9527](#)
- iii. [Nokomis 3-AA](#)
- iv. [Nokomis 3-F4](#)