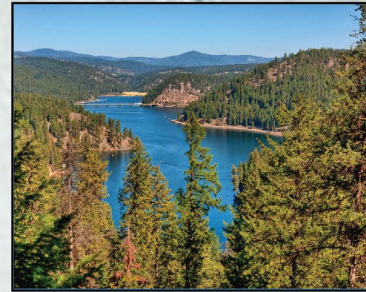
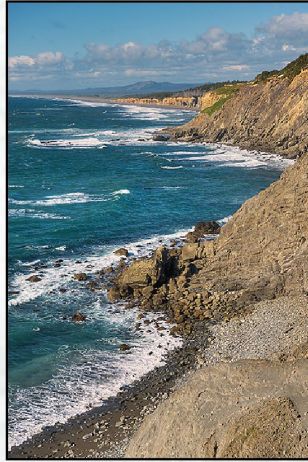




State of Oregon
Department of
Environmental
Quality



Northwest Area Contingency Plan



2020

**Interim Plan updated by
Letter of Promulgation
signed April 2024**



**Also serving as the
Region Ten Regional Contingency Plan**



April 16, 2024

The Northwest Area Contingency Plan, Puget Sound Area Contingency Plan, and Columbia River Area Contingency Plan continue to undergo updates and transitions. As we evaluate and adjust the existing governing bodies, relationships, and planning processes to reflect the needs of all the Pacific Northwest partner agencies and interests, it is crucial to recognize efforts to update and enhance existing tools, policies and procedures outlined in applicable Area Contingency Plans.

The below enclosures are promulgated to supplement the Northwest Area Contingency Plan, Puget Sound Area Contingency Plan, and Columbia River Area Contingency Plan. The enclosures promulgated here include information on general authorities and responsibilities, doctrine and policy for oil and hazardous materials incident response, multi-agency response organizational structures, and specific incident response expectations. The enclosures are intended to complement the current and future Federal, Tribal, State, and local oil and hazardous materials spill contingency plans. These are living documents, and subject to periodic review and updates to ensure continuous improvement. Pursuant to Section 311 (j)(5)(D)(i) of the Clean Water Act, 33 U.S.C. § 1321(j)(5)(D)(i), Section 300.211 of the National Oil and Hazardous Substances Pollution Contingency Plan, and applicable State statutes and regulations, all facility and vessel contingency plans must be consistent with applicable Area Contingency Plans, including the updates herein.


These enclosures are tools intended to be used during a response and are effective immediately. The incorporation of these enclosures should be reflected on a record of changes within all applicable Area Contingency Plans. This letter and its enclosures serve as an interim step to formally adopt those products and documents until comprehensive updates to plans are completed and signed.

The specific portions of the Northwest Area Contingency Plan (2020) that are updated include the following:

- Section 3200: Wildlife Response Task Force
- Section 9202: JIC Manual Task Force
- Section 9210: Liaison Manual Task Force
- Section 9301: Best Management Practices
- Section 9310: Wildlife Response Task Force
- Section 9330: Abandoned and Derelict Vessel Task Force

- Section 9404: ESA Compliance Guide
- Section 9404: ESA Consultation Form and Process Flowchart

For questions regarding this matter, please contact Captain Brian Conley (brian.t.conley@uscg.mil – USCG RRT10 Co-Chair), Beth Sheldrake (sheldrake.beth@epa.gov – EPA RRT10 Co-Chair), CDR Trish Jantzen (trisha.a.jantzen@uscg.mil – Sector Puget Sound, Emergency Management Chief), LCDR Shannon Anthony (shannon.m.anthony@uscg.mil – Sector Columbia River, Emergency Management Chief), Carlos Clements (Carlos.Clements@ecy.Wa.Gov – Washington Department of Ecology Spills Prevention, Preparedness and Response Program Manager), Wes Risher (wes.risher@deq.oregon.gov – Emergency Response Manager, Oregon Department of Environmental Quality) or Sarah Cerda (SCerda@imd.idaho.gov – Idaho Office of Emergency Management HAZMAT and Special Teams Program Manager).




Digitally signed by
CONLEY, BRIAN.T.1050067854
Date: 2024.04.30 07:32:15 -07'00'

CAPT Brian Conley
USCG D13 RRT10 Co-Chair

BETH
SHELDRAKE

Digitally signed by
BETH SHELDRAKE
Date: 2024.04.16
15:10:53 -07'00'

Beth Sheldrake
EPA RRT10 Co-Chair




Digitally signed by CAPT
Mark McDonnell
Date: 2024.04.23
14:07:07 -07'00'

CAPT Mark McDonnell, USCG
Sector Puget Sound, Captain of the Port

Carlos
Clements

Digitally signed by Carlos
Clements
Date: 2024.04.17 15:27:58
-07'00'

Carlos Clements
Washington Department of Ecology



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NOGGLE, JUSTIN.W.1162869864
Date: 2024.04.30 08:09:29 -07'00'

CAPT Justin Noggle, USCG
Sector Columbia River, Captain of the Port

Wesley
Risher

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Risher
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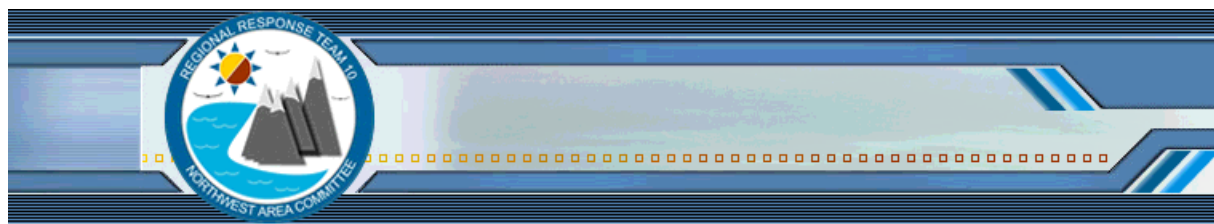
Wes Risher
Oregon Department of Environmental Quality

Sarah Cerda

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Cerda
Date: 2024.04.23
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Sarah Cerda
Idaho Office of Emergency Management

Northwest Area Contingency Plan



January 2020

This is the Twenty-first release (Change 21) of the Northwest Area Contingency Plan (NWACP). This plan serves as both the Area Contingency Plan and the Regional Contingency Plan for the northwest states of Washington, Oregon, and Idaho, two US Coast Guard Captain of the Port Zones (Puget Sound and Columbia River), and the US Environmental Protection Agency's (EPA's) Inland Zone. Federal, state, tribal, and local government representatives as well as representatives from commercial, non-profit, and private concerns continue to drive this planning effort from the ground up. For Washington, this document continues to function as the Washington Statewide Master Plan for oil spill and hazardous substance release response. For Oregon, the Oregon Emergency Response System Council approved the NWACP in June 1996 as the State's oil and hazardous materials emergency response plan. (State of Oregon Emergency Management Plan, Volume II, Part 3). For Idaho, the Idaho Hazardous Materials/Weapons of Mass Destruction (WMD) Incident Command and Response Support Plan is the primary mechanism for initial response to HAZMAT incidents in Idaho and supports the Idaho Emergency Operations Plan (IDEOP) as well as this plan. All federal, state, tribal, and local response organizations in Oregon and Washington that are members of Regional Response Team 10 or the Northwest Area Committee should use this plan for responses to oil and hazardous materials spills, drills, and exercises. All federal, state, tribal, and local response organizations in Idaho that are members of Regional Response Team 10 or the Northwest Area Committee should use the Idaho Hazardous Materials Incident Command and Response Support Plan in conjunction with this plan for responses to oil and hazardous materials spills, drills, and exercises.

This plan supersedes the 2019 release. The entire document has been reviewed and updated as appropriate, to reflect as up to date information as is possible. The following substantive changes were made:

Table of Contents Front Matter, Notifications, etc.	
Section	Detailed Change
	No substantive changes for 2020

Chapter 1000 Introduction	
Section	Detailed Change
Acronyms	Updated new acronyms.
Definition	Added a definition for surface washing agents.
1000	Moved text regarding Region 10 commitments from Section 9101.
1200	Updated title of section adding "Regional and Area Planning Structures and Process"
1210	Updated title of section removing "membership" and adding "Consolidated Planning and Authority"
1210	Added paragraph on the consolidated NWACP.
1210	Added paragraph on the structure of the combined RRT and NWAC.

Northwest Area Contingency Plan



Chapter 1000 Introduction

Section	Detailed Change
1220	Entire section deleted and consolidated in Section 9101.
1221	Entire section deleted and consolidated in Section 9101.
1222	Entire section deleted and consolidated in Section 9101.
1220	Renumbered 1220 and title updated to add “Standing and Incident-Specific”
1445	West Coast Mutual Aid – the word “benchmarks” was removed.
1500	Entire section deleted and consolidated in Section 9101.
1500 – 1700	Remainder of sections renumbered for formatting purposes.

Chapter 2000 Command

Section	Detailed Change
	No substantive changes for 2020 or 2024

Chapter 3000 Operations

Section	Detailed Change
	Wildlife Response Task Force Updated April 2024

Chapter 4000 Planning

Section	Detailed Change
4624	New section “Surface Washing Agents Background and Policy” in 2020
4624.1	New section “Role of RRT with the use of Surface Washing Agents” in 2020

Chapter 5000 Logistics

Section	Detailed Change
	No substantive changes for 2020 or 2024

Chapter 6000 Finance/Administration

Section	Detailed Change
	No substantive changes for 2020 or 2024

Chapter 7000 Hazardous Substances Unique Information

Section	Detailed Change
	No substantive changes for 2020 or 2024

Chapter 8000 Sector Columbia River’s Marine Firefighting Contingency Plan

Section	Detailed Change
Throughout	Updated F-PAAC acronym to FPAAC in 2020
Page 7	Updated Clark County Fire District 6 capabilities in 2020
Page 8	Updated Cowlitz County Fire District #5 capabilities in 2020
Page 9	Updated title of Portland Airport Fire and Rescue in 2020
Page 10	Updated Vancouver Fire Department capabilities in 2020

Northwest Area Contingency Plan



Section 8100 Sector Puget Sound's Marine Firefighting Contingency Plan

Section	Detailed Change
	No substantive changes for 2020 or 2024

Section 9101 Region 10 Response Team and Northwest Area Committee Charter

Section	Detailed Change
9101	Commitment bullets moved to Chapter 1000 in 2020
9101.1	New text added with updated list of RRT 10 and Executive Committee membership list in 2020
9101.2	New text added with updated Northwest Area Committee membership list in 2020
9101.2.2	New subsection for the relationship of RRT to NWAC in 2020
9101.3	Section moved in entirety from Section 1222 in 2020
9101.4	Section moved in entirety from Section 1223 in 2020
9101.4	Changed title from RRT/NWAC Organizational Groups and added subcommittees bullet in 2020

Section 9105 Incident Specific Region 10 Regional Response Team 10 Activation – Quick Response Guide

Section	Detailed Change
	No substantive changes for 2020 or 2024

Section 9106 Response Partner Roles and Contacts

Section	Detailed Change
9106.1	Addition of National Weather Service information in 2020

Section 9202 Joint Information Center Manual

Section	Detailed Change
	Section updated in 2024

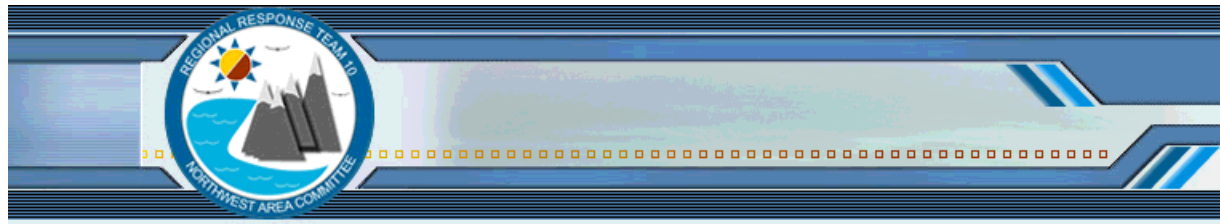
Section 9203 Health and Safety Job Aid

Section	Detailed Change
9203.1.1	Deleted last sentence of paragraph in 2020
Table 9203.1	New table outlining Health and Safety Plan requirements with federal, Washington, Oregon, and Idaho state statutes in 2020
9203.2.1	Add sentence requiring Health and Safety Plans requirement to follow both federal and state requirements in 2020
9203.2.6	Deleted reference to ASTM Standard in 2020

Section 9210 Liaison Manual

Section	Detailed Change
	Section updated in 2024

Northwest Area Contingency Plan



Section 9220 96-Hour Plan

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9301 Oil Spill Best Management Practices

Section Detailed Change

Section updated in 2024

Section 9302 Oil Response in Fast Water Currents: A Decision Tool

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9310 Northwest Wildlife Response Plan

Section Detailed Change

Section updated in 2024

Section 9311 Northwest Area Wildlife Deterrence (Hazing) Resources

Section Detailed Change

Information incorporated into Section 9310 in 2024. Section 9311 will remain in place as a legacy reference in the interim.

Section 9312 Oil Spill Marine Mammal Resources

Section Detailed Change

Information incorporated into Section 9310 in 2024. Section 9312 will remain in place as a legacy reference in the interim.

Section 9313 Wildlife Branch Position Descriptions

Section Detailed Change

Information incorporated into Section 9310 in 2024. Section 9313 will remain in place as a legacy in the interim.

Section 9314 Potential Mobile Bird Rehabilitation Unit Deployment Locations in Coastal Counties

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9315 Operations Section Organizational Guidance

Section Detailed Change

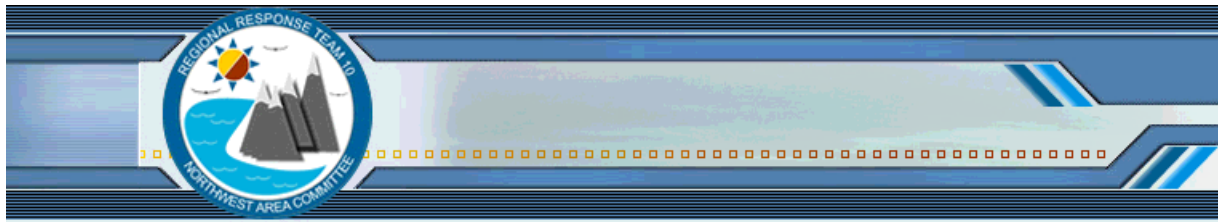
No substantive changes for 2020 or 2024

Section 9330 Derelict Vessel Best Management Practices

Section Detailed Change

Updated in 2024

Northwest Area Contingency Plan



Section 9331 Marine Debris and Severe Marine Debris Events

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9401 Permit Summary Table

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9402 Permit Tracking Template

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9403 Compliance Guide for National Historic Preservation Act during an Emergency Response

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9404 Region 10 Regional Response Team/Northwest Area Committee Endangered Species Act Compliance Guide for Federal Responders during Emergency Response

Section Detailed Change

Section updated in 2024

Section 9405 Disposal and Waste Management Guidance for the Northwest Area

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9406 Dispersant Tools, Job Aids, and Decision Process

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9407 In-Situ Burning Operations Planning Tool

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9408 Resources at Risk Response Tool

Section Detailed Change

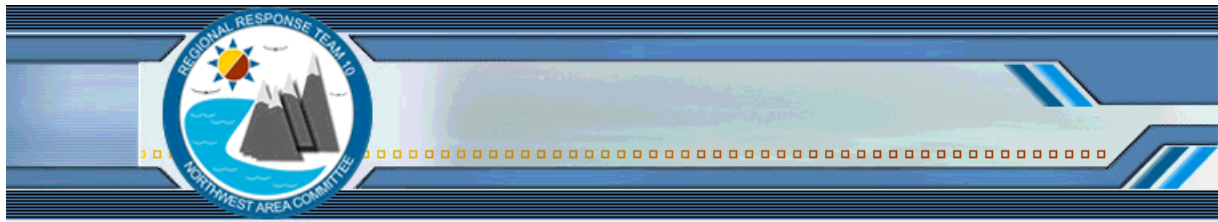
No substantive changes for 2020 or 2024

Section 9409 Managing Impacts to Commercial Recreational, and Tribal Fisheries

Section Detailed Change

No substantive changes for 2020 or 2024

Northwest Area Contingency Plan



Section 9410 Places of Refuge Section Detailed Change

No substantive changes for 2020 or 2024

Section 9411 Decanting Response Tool Section Detailed Change

No substantive changes for 2020 or 2024

Section 9412 Non-Floating Oil Spill Response Tool Section Detailed Change

No substantive changes for 2020 or 2024

Section 9413 Geographic Response Plan Booming Strategy Points – Standardized Data Format Section Detailed Change

No substantive changes for 2020 or 2024

Section 9418 Emergency Response Community Air Monitoring Section Detailed Change

No substantive changes for 2020 or 2024

Section 9419 Emergency Response Environmental Sampling Section Detailed Change

No substantive changes for 2020 or 2024

Section 9420 Northwest Area Shoreline Countermeasures Manual and Matrices Section Detailed Change

No substantive changes for 2020 or 2024

Section 9421 Shoreline Cleanup and Assessment Response Tools Section Detailed Change

No substantive changes for 2020 or 2024

Section 9422 Shoreline Segmentation Guidance for Shoreline Cleanup and Assessment Technique Section Detailed Change

No substantive changes for 2020 or 2024

Section 9423 Surface Washing Agent Authorization Process and Decision Support Tools Section Detailed Change

New Section in its entirety in 2020

Northwest Area Contingency Plan



Section 9501 Communications Manual

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9502 Logistics Resource List

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9701 Northwest Area Contingency Plan Hazard Assessment

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9702 Initial Hazmat Incident Objectives

Section Detailed Change

No substantive changes for 2020 or 20204

Section 9703 Initial Incident Objectives for Oil Spills

Section Detailed Change

No substantive changes for 2020 or 2024

Section 9710 Suspicious Package/Envelope Decision Matrix

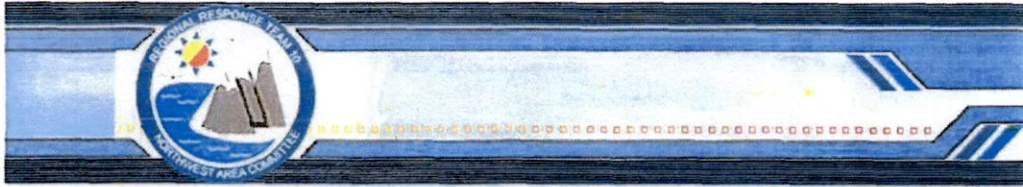
Section Detailed Change

No substantive changes for 2020 or 2024

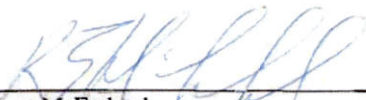
Geographic Response Plans (GRPs) exist for the all the coastal and many of the inland waters of Washington, Oregon, and Idaho; they are considered part of the NWACP but are distributed and revised separately. These GRPs may be found by visiting the RRT10/NWAC web site at <http://www.rrt10nwac.com/GRP/>

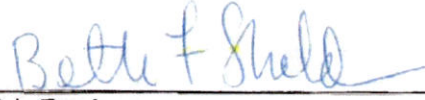
The Regional Response Team 10 and the Northwest Area Committee encourage active participation by all interested parties in the continuing area planning process in the northwest. Comments, suggestions, and corrections should be directed to the RRT10/NWAC Steering Committee by completing the comment form on the RRT10/NWAC web site at <http://www.rrt10nwac.com/Comment/Default.aspx>

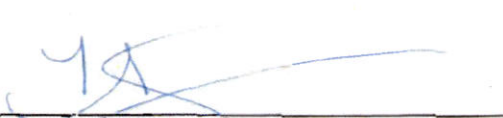
Northwest Area Contingency Plan




NWACP SIGNATURE PAGE

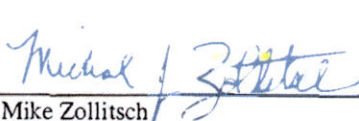

Robert McFarland
United States Coast Guard
Thirteenth CG District
Regional Response Team Co-Chair



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

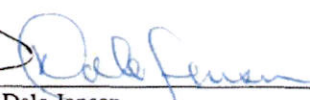

Linda A. Sturgis
Captain, US Coast Guard
Sector Puget Sound
Captain of the Port, Puget Sound
NW Area Committee Co-Chair


Jeremy C. Smith
Captain, US Coast Guard
Sector Columbia River
Captain of the Port, Columbia River
NW Area Committee Co-Chair


Beth Sheldrake
Manager, Emergency Response Unit
Environmental Protection Agency
Region 10
NW Area Committee Co-Chair


Mike Zollitsch
Manager
Environmental Cleanup and
Emergency Response Program
OR Department of Environmental Quality
NW Area Committee Co-Vice Chair


William B. Richy
Director
Idaho Office of Emergency Management
NW Area Committee Co-Vice Chair


Dale Jensen
Program Manager
Spill Prevention, Preparedness, and Response
WA Department of Ecology Emergency Response
NW Area Committee Co-Vice Chair

NWACP RECORD OF CHANGES

Date	Change Number	Comments
July 1, 1993	Original Release	
July 1, 1994	Change 1	
September 1, 1995	Change 2	
July 1, 1996	Change 3	
November 1, 1998	Change 4	
February 1, 2003	Change 5	
February 29, 2004	Change 6	
February 28, 2005	Change 7	
July 1, 2006	Change 8	
July 26, 2007	Change 9	
September 1, 2008	Change 10	
August 31, 2009	Change 11	
August 27, 2010	Change 12	
October 15, 2011	Change 13	
January 1, 2013	Change 14	
January 1, 2014	Change 15	
January 1, 2015	Change 16	
January 1, 2016	Change 17	
January 1, 2017	Change 18	
January 1, 2018	Change 19	
January 2, 2019	Change 20	
January 1, 2020	Change 21	See NWACP Transmittal Letter (Page iii)
April 2024	Change 22	See Letter of Promulgation (Page i)

REQUIRED NOTIFICATIONS BY SPILLER

All spills of oil or hazardous substance into navigable waters as defined by the Clean Water Act (CWA) and all spills of a reportable quantity of hazardous substances (40 CFR Part 302) must be immediately reported by the spiller to the National Response Center (NRC). The NRC will contact appropriate local US Coast Guard (USCG) or Environmental Protection Agency (EPA) offices. Notifying state offices does not relieve the spiller from federal requirements to notify the NRC nor vice versa.

**National Response Center (NRC)
1-800-424-8802 Toll Free
1-202-267-2675 Toll Call**

All spills of oil into Washington State waters must be immediately reported to the Washington State Emergency Management Division. The owner or operator of a regulated vessel must notify the state of any vessel emergency that results in the discharge or substantial threat of discharge of oil to state waters or that may affect the natural resources of the state within one hour of the onset of that emergency.

**The Washington Emergency Management Division (EMD)
24-hour Emergency Spill Response
1-800-258-5990**

For spills of hazardous substances, the spiller is also required to notify the nearest regional office of Ecology.

**The Washington State Department of Ecology
24-hour Emergency Spill Response
Northwest Office, Bellevue: 1-425-649-7000
Southwest Office, Olympia: 1-360-407-6300
Central Office, Yakima: 1-509-575-2490
Eastern Office, Spokane: 1-509-329-3400**

All spills of a reportable quantity* oil or hazardous substances in Oregon must be reported by the spiller to:

**The Oregon Emergency Response System (OERS)
24-hour Emergency Spill Response
1-800-452-0311 or 1-800-OILS-911 (in Oregon)**

***Reportable Quantity in the State of Oregon:**

For oil: If spilled into waters of the state, or escape into waters of the state is likely, any quantity of oil that would produce a visible oily slick, oily solids, or coat aquatic life, habitat or property with oil, but excluding normal discharges from properly operating marine engines; if spilled on the surface of the land, any quantity of oil over one barrel (42 gallons).

For hazardous substances see OAR 340-142-0050.

The party responsible for a spill of oil or hazardous materials in Idaho State is required by Idaho State law to notify the following:

**Idaho Office of Emergency Management (IOEM)/
Idaho Emergency Medical Services (EMS)
24-hour Emergency Notification
1-800-632-8000 or 911 (in Idaho)
1-208-846-7610 (outside Idaho)**

For spills and Marine Casualties (defined by 46CFR4.03) in coastal navigable waters of Puget Sound, Strait of Juan de Fuca, and the Washington Coast north of the Queets River contact:

**Sector Puget Sound
1-206-217-6001**

For spills and Marine Casualties (defined by 46CFR4.03) occurring in coastal navigable waters of the Columbia River, the Oregon Coast, and the Washington Coast south of the Queets River contact:

**Sector Columbia River
1-503-861-2242**

For spills occurring in inland waters of Washington, Oregon, Idaho contact:

**U.S. Environmental Protection Agency, Seattle
1-206-553-1263**

If the Seattle EPA office is not reachable by telephone, notifications may be made to:

**U.S. Environmental Protection Agency, San Francisco
1-800-300-2193
U.S. Environmental Protection Agency, Denver
1-303-293-1788**

Spills into water shared by two states must be reported to both.

REQUIRED NOTIFICATIONS BY NW AREA COMMITTEE MEMBERS

Initial Emergency Communication

The primary emergency notification list for this plan is located in the Forward, Page v-vii. Additional emergency contact information is listed in Section 9106: Roles and Contacts.

Notification Guidelines for FOSC Agency

The lead federal response agency shall also ensure that all appropriate notifications are made to tribes, natural resource trustees and states. The OSC shall promptly notify Natural Resources Trustees of discharges or releases according to the following Notification Guidelines under their

jurisdiction. The OSCs shall coordinate all response activities with the Natural Resource Trustees.

Trustees are defined in the National Contingency Plan as federal, state, or tribal officials who are to act on behalf of the public to manage and control natural resources. In addition to the operational notifications described above, trustees must be notified of oil spills and hazardous materials incidents that may impact or threaten natural resources under their care. Trustees in the northwest area and the circumstances when they must be notified are described below. When it is unclear if an incident meets a given trustee's notification threshold, the trustee should be notified.

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

Federal

All spills and hazardous material releases are required to be reported to the National Response Center (NRC) by telephone (1-800-424-8802) or via the NRC's website: <http://www.nrc.uscg.mil/>. In addition to the NRC, chemical incidents involving any chemical listed in Appendix A (6 CFR Part 27) must also be reported to the National Infrastructure Coordination Center (NICC) as a potential chemical facility anti-terrorism standards (CFATS) related incident at 202-282-9201 or via e-mail to NICC@hq.dhs.gov.

Secretary of Commerce – NOAA

NOAA Emergency Response Division: (206) 526-6322
Northwest Scientific Support Coordinator (SSC)
Seattle, Washington

The NOAA SSC will notify the appropriate DOC line offices and no further action to contact DOC for notification purposes is required.

When the FOSC, in exercising best professional judgment, determines any of the following, contact the NOAA SSC:

1. Petroleum product spills, or other hazardous material discharges, greater than 500 gallons.
2. The release or discharge impacts known marine sensitive resources, such as:
 - a. Marine threatened and endangered species
 - b. Areas that have been identified as a sensitive site in the ACP/GRP
3. For incidents that have the potential to release more than 500 gallons or the FOSC deems it appropriate to alert the NOAA SSC, such as vessel groundings.
4. For any spill or release, or threat of a spill or release, that could potentially impact:
 - The Olympic Coast National Marine Sanctuary;
 - Padilla Bay National Estuarine Research Reserve; and
 - South Slough National Estuarine Research Reserve.

5. Any time scientific support or expertise of the DOC natural resource trustee (or any other natural resource trustee) is needed regardless of the reason.

For information on what NOAA can provide for Scientific Support [see section Chapter 9000, Section 9106.1 “Department of Commerce”](#).

Secretary of the Interior

Department of the Interior: (503) 326-2489 (office); (503) 720-1212 (cell phone)
Regional Environmental Officer (REO)
Portland, Oregon

The DOI REO will notify the appropriate DOI bureaus and no further action to contact DOI for notification purposes is required.

Contact the DOI REO:

1. For all oil spills greater than 500 gallons; and
2. For all major potential incidents such as vessel groundings

For oil spills less than 500 gallons and all chemical spills, the FOSC should exercise best professional judgment in determining whether the incident has the potential to impact to trust resources. When in doubt, please err on the side of over-notification.

Tribes

Tribes with reservation and/or usual and accustom hunting or fishing grounds within the states of Idaho, Oregon, and Washington, must be notified by the Federal On-Scene Coordinator in the event a spill may impact or threaten to impact any of their resources. Since boundaries for usual and accustom hunting and fishing grounds may be complicated, it is recommended that the Department of the Interior and/or the Bureau of Indian Affairs (BIA) be consulted to ensure proper notifications are made. Tribes must also be notified if there may be a potential impact from a spill or spill response operations to any tribal cultural resources. Again, DOI and BIA may assist in identification of tribes for notification; however, it remains the FOSC’s responsibility to make all proper notifications to tribes.

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

State Washington

1. The Washington Emergency Management Division (EMD)
 - All spills of oil into Washington State waters must be immediately reported to the Washington State EMD. Marine casualties, disabled vessels, near-miss incidents or oiled wildlife should also be reported. [See “Required Notifications” in the Forward in this document.](#)

2. The Washington State Department of Ecology
 - For spills of hazardous substances, the spiller is required to notify the nearest regional office of Ecology. [See “Required Notifications” in the Forward in this document.](#)

Oregon

The Oregon Emergency Response System (OERS)

- All spills of a reportable quantity of oil or hazardous substances in Oregon must be reported by the spiller to OERS. [See “Required Notifications” in the Forward in this document.](#)
- Reportable Quantities.
 - **For oil.** If spilled into waters of the state, or escape into waters of the state is likely, any quantity of oil that would produce a visible oily slick, oily solids, or coat aquatic life, habitat or property with oil, but excluding normal discharges from properly operating marine engines; if spilled on the surface of the land, any quantity of oil over one barrel (42 gallons).
 - **For hazardous substances.** See OAR 340-142-0050.

Idaho

Idaho Office of Emergency Management/Idaho Emergency Medical Services (EMS)

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

Downstream Notification Guidelines

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

FIRST RESPONDER GUIDELINES!

REMAIN UPWIND, UPHILL OR UPSTREAM OF THE INCIDENT. FROM A SAFE DISTANCE, assess the situation. Use binoculars, if available, to view the scene. Attempt to determine if radiological materials or hazardous substances are present. Observe and note the following:

- Effects on people, animals, and the environment;
- Container types, markings, placards and labels. If available, use the DOT Emergency Response Guidebook for reference;
- Signs of any released or discharged substances and any unusual or pungent odors (move farther away or upwind if you detect an odor and are not positive it is safe);
- Wind direction and prevailing weather;
- Distance and direction of nearby dwellings; and
- Distance and direction of any nearby surface water.

The initial responder shall then make notifications as listed in the preceding pages. The initial responder shall not enter an area where the responder may become a victim, *even to rescue another.*

Until help arrives, the initial responder should:

- Cordon off the incident area and establish a safe zone. If chemical vapors or flammable/explosive materials are involved, evacuate all persons from the immediate area and remain upwind of the incident area; if sources of radiation or radioactive materials are suspected to be involved, use the principles of time, distance and shielding to reduce potential exposure;
- Enter the incident area only if properly trained and equipped with appropriate protective clothing and equipment;
- Render first aid to victims; be sure to notify medical personnel if radiation exposure or contamination is suspected;
- Serve as an on-scene communication point;
- Brief the response team leader or incident commander upon arrival.

Initial Assessment/Information Check-off List

The following information should be collected for all spills reported to member agencies:

Date and Time of Call:

Caller Name, Address, & Phone Number:

Name of Person Taking the Report:

Vessel/Facility/Spiller Information:

1. Name of Potentially Responsible Party
2. Name of vessel/facility, railcar/truck number or other identifying information
3. Type and size of vessel/facility
4. Total quantity of fuel on board or in tank
5. Nationality (vessel only)
6. Location of Incident (i.e., street address, lat/long, mile post)
7. Date and time of incident (or when discovered)
8. Description of spill (i.e., size, color, smell, etc.)
9. Type of incident (i.e., explosion, collision, tank failure, grounding, etc.)

10. Material released
11. Source of material released
12. Estimated amount released
13. Total potential quantity that could be released (i.e., total quantity in tank or on board)
14. Environmental media impacted or potentially impacted by spill (i.e., air, water, ground/soil)
15. Weather/sea conditions
16. Point of contact (i.e., Responsible Party name, phone and address)
17. Vessel/facility agent(s) (i.e., name and phone)
18. Name and contact information of insurance carrier
19. Number and type of injuries or fatalities
20. Description of who is on-scene and what response activities are being done or have been completed
21. Have evacuations occurred
22. Other Agencies Notified
 - a. Department of Commerce (NOAA)
 - b. Department of the Interior

First Federal Official On Scene

The first federal official affiliated with a National Response Team (NRT) member agency to arrive at the scene of a discharge should coordinate activities under the National Contingency Plan (NCP); and is authorized to initiate, in consultation with the pre-designated Federal On-Scene Coordinator (OSC), any necessary actions normally carried out by the FOSC until the arrival of the pre-designated FOSC. This official may initiate federal fund-financed actions only as authorized by the pre-designated FOSC.

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