

**COOK INLET
SUBAREA CONTINGENCY PLAN**

**RESPONSE
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RESPONSE: PART ONE – NOTIFICATION

A. EMERGENCY RESPONSE NOTIFICATION LIST

In the case of a *reportable* oil or hazardous substance spill (as defined in State and federal regulations), the Responsible Party or initial responder to the spill incident will immediately notify the following agencies. Once these initial notifications have been made, the Federal On-Scene Coordinator (FOSC), State On-Scene Coordinator (SOSC) and Local On-Scene Coordinator (LOSC) respectively, will be responsible for the notification of appropriate federal, state, and local agencies and organizations according to the contact lists contained on the following pages.

FEDERAL:

National Response Center (24 hr)	800-424-8802
FOSC for Coastal Zone	
USCG -MSO Anchorage (24 hr)	907-271-6700
(Fax)	907-271-6751
FOSC for Inland Zone (1000 yards from shoreline)	
EPA Region X Alaska Operations, Anchorage Office	907-271-5083
FOSC Carr cellular contact.....	907-227-9936
FOSC Lautenberger cellular contact.....	907-230-7769
(Fax).....	907-271-3424
Seattle Office (24 hr)	206-553-1263

FOSC Historic Properties Specialists

See the listing of BOA contractors in the Resources Section (page B-139) for contact information of individuals who may serve as the Historic Properties Specialist for FOSCs.

Natural Resource Trustees contact list: A complete listing of the Natural Resource Trustees contact information, including e-mail, appears in the Information Directory in the Resources Section, Part Three (page B-154); or visit the ARRT website: <http://www.akrrt.org> .

Threatened and Endangered Species Consultation Contacts

Department of the Interior (business hours)	907-271-5011	(Cellular)...	907-227-3783/3781		
(Fax)....	907-271-410.....	(Emergency)...	907-333-0489/357-0488/345-7726		
Department of Commerce/NOAA (business hours)	907-586-7235 or 907-271-5006				
(Fax)....	907-586-7012 or 907-271-3030			(Emergency)....	907-586-7639 or 907-248-4211

STATE:

SOSC for coastal or inland spills

ADEC Central Area Response Team (business hours).....	907-269-3063/262-5210x234
(Fax).....	907-269-7648
On-Duty Officer (cellular)	907-244-8126
24 hr - State Troopers	800-478-9300

B. USCG AND FEDERAL AGENCY CONTACTS

It is the responsibility of the FOSC to initiate contact with the following agencies and organizations once emergency notifications have been made. This is not an exhaustive list of federal contacts, and the FOSC may notify additional parties as well as those listed below. Phone numbers are not listed in order of importance and contacts will be made at the discretion of the FOSC. Initial notifications will be made by telephone, with concurrent transmission of any available documents (e.g. POLREP or other information) by fax or e-mail whenever possible. Additional federal agency contacts are listed in the Resources Section of this plan.

COAST GUARD CONTACTS

	Phone	Fax	Alt. Phone
National Response Center	800-424-8802	202-267-2165	202-267-2675
USCG District 17 Command Center (SAR)	907-463-2000	907-463-2340	
USCG District 17 Public Affairs	907-463-2071	907-463-2072	
USCG -MSO Anchorage	907-271-6700	907-271-6751	
(After hours, enter 2 when automated attendant answers)			
USCG –MSO Valdez	907-835-7200	907-835-7207	
USCG Pacific Strike Team	415-883-3311	415-883-7814	
National Strike Force	252-331-6000	252-331-6012	
National Pollution Funds Center.....	202-493-6700	202-493-4900	

FEDERAL AGENCIES

U.S. Environmental Protection Agency – Anchorage	907-271-5083	907-271-3424	
Seattle (24 hr)	206-553-1263		
U.S. Department of the Interior	907-271-5011	907-271-4102	
National Oceanic & Atmospheric Admin. SSC	907-271-3593	907-271-3139	
U.S. Forest Service	907-586-8806	907-586-7843	
Chugach National Forest.....	907-743-9476		
U.S. Army Corps of Engineers (Security Office)	907-753-2513	907-753-2513	
U.S. Navy SUPSALV	907-384-2968	907-384-2969	
Federal Aviation Administration (Ops Center).....	907-271-5936	907-276-7261	
National Marine Fisheries	907-271-5006	907-271-3030	
National Weather Service	907-271-3886	907-266-5105	907-271-5088

FEDERALLY-RECOGNIZED TRIBES

See the Resources Section, Part Three (page B-148) for a complete listing and contact information.

C. ALASKA STATE AGENCY CONTACTS

It is the responsibility of the SOSOC to initiate contact with the following agencies and organizations once emergency notifications have been made. This is not an exhaustive list of state contacts, and the SOSOC may notify additional parties as well as those listed below. Phone numbers are not listed in order of importance and contacts will be made at the discretion of the SOSOC. Initial notifications will be made by telephone, with concurrent transmission of any available documents (e.g. Sitrep or other information) by fax or e-mail whenever possible. Additional state agency contacts are listed in the Resources Section of this plan.

ALASKA STATE AGENCIES	Phone	Fax	Alt. Phone
Dept. of Environmental Conservation, Anchorage	907-269-3063	907-269-7648	
Cellular Phone (after hours).....	907-244-8126		
24 hr, thru State Troopers	800-478-9300		
Dept. of Fish and Game	907-267-2338	907-267-2464	
Dept. of Military & Veteran Affairs	907-428-7000	907-428-7009	
Division of Emergency Services (24 hr)	800-478-2337		
Dept. of Labor: AK Occupational Safety & Health	800-770-4940	907-465-6012	907-269-4940
Dept. of Law	907-269-5100	907-276-3697	907-269-5274
Dept. of Natural Resources	907-269-8548	907-269-8913	
Division of Oil and Gas (paging terminal)	907-269-8800	907-269-8938	
State Historic Preservation Office	907-269-8721	907-269-8908	907-269-8723
Dept. of Public Safety (Dispatch)	907-428-7200	907-428-7204	
State Troopers (24 Hr).....	800-478-9300		
Dept. of Transportation & Public Facilities	907-269-0770	907-248-1573	
Dept. of Community and Economic Development			
Dept. of Health and Social Services.....	907-465-3027	907-465-4101	
INDUSTRY ORGANIZATIONS			
Alaska Chadux Corporation.....	907-348-2365	907-348-2330	888-831-3438
Cook Inlet Spill Prevention & Response, Inc.(CISPRI)	907-776-5129	907-776-2190	
Ship Escort Response Vessel Service (SERVS) of Alyeska Terminal.....	907-834-6620		
NATIVE GROUPS/CORPORATIONS			
Cook Inlet Region Inc.....	907-274-8638	907-263-5186	
Alaska Inter-Tribal Council	907-563-9334	907-563-9337	
Cook Inlet Tribal Council	907-265-5900	907-265-5947	877-985-5900
See the Resources Section, Part Three (page B-148) for individual tribal contact information.			
REGIONAL CITIZENS ADVISORY COUNCILS			
Cook Inlet RCAC.....	907-283-7222	907-283-6102	800-652-7222
Prince William Sound RCAC	907-835-5957	907-835-5926	800-478-7221

D. LOCAL CONTACTS

It is the responsibility of the LOSC to initiate contact with the following local government agencies and organizations once emergency notifications have been made. Local plans may designate who will serve as the LOSC, who has responsibility for making any necessary contacts, and who should be contacted. The Municipality of Anchorage has developed their Comprehensive Emergency Management Plan, the Kenai Peninsula Borough has their multi-volume Emergency Response Plan, and the Matanuska-Susitna Borough has their Emergency Operations Plan. Additionally, each distinct town, village or community within these larger jurisdictions may have their own emergency response plan, and all applicable local plans should be consulted during an emergency situation.

This list of local contacts is not exhaustive, and the LOSC may notify additional parties as well as those listed below. Phone numbers are not listed in order of importance and contacts should be made at the discretion of the LOSC. Initial notifications will be made by telephone, with concurrent transmission of any available documents (e.g. Sitrep or other information) by fax or e-mail whenever possible.

(The Resources Section, Part One contains additional information and contacts for specific locales.)

NOTE: All telephone numbers are in area code 907. Phone / Fax

Local Emergency Planning Committees

Municipality of Anchorage LEPC 343-1400 or 343-1404 / fx249-7796
Kenai Peninsula Borough LEPC..... 262-4910 / fx262-8603
Matanuska/Susitna Borough LEPC 271-5185 / fx271-4198

Boroughs

Kenai Peninsula Borough 262-4441 / fx262-8616
 Emergency Management..... 262-4910
 State Troopers..... 262-4453

Matanuska/Susitna Borough 745-4801 / fx745-9845
 Emergency Management..... 373-8880
 State Troopers.....(see posts within each community)

Cities/Villages

Alexander Creek
 Village Corporation..... 243-5323

Anchorage Municipality (Public Information Office) 343-4431 / fx343-4499
 Emergency Management..... 343-1400
 State Troopers Anchorage Post 248-1410
 State Troopers Girdwood Post 783-2704 or 783-0972
 Police..... 911 or 786-8500
 Fire Anchorage City Limits..... 911 or 267-4900
 Fire Girdwood 783-2511
 Fire Eagle River..... 694-2675

Fire Elmendorf AFB	552-4644
Fire Fort Richardson.....	384-0774
Fire Chugiak.....	688-2555
Fire Anchorage Airport	266-2411
Fire Hiland Road	696-8414
Hospital Alaska Native Center	729-1729
Alaska Regional Hospital	276-1131
Providence Hospital	562-2211
U.S. Air Force, Elmendorf Hospital	552-2748
Port Director	343-6200
Anchor Point.....	
Volunteer Fire and Rescue	235-6700 or 235-2427
Clinic	235-5284
Emergency	911
Big Lake	
Ambulance (Palmer).....	373-8800 or 745-4811
State Troopers.....	892-6521
Fire Department	892-7750
Butte	
Ambulance (Palmer).....	373-8800 or 745-4811
State Troopers.....	892-6521
Chase	(use Talkeetna listings)
Chickaloon	
Tribal Council	745-0707
Public Safety Officer	745-0743
Environmental Dept.	745-0737
Clam Gulch.....	
Emergency (Kenai).....	262-4792 or 4453
Cohoe	
Emergency (Kenai).....	262-4792 or 4453
Cooper Landing	
Fire Department (Soldotna dispatch).....	262-4453
State Troopers.....	595-1233
Ambulance/ Rescue	595-1800
Crown Point	(use Seward listings)
Eklutna	(use Anchorage listings)
Tribal Council	688-6020

Fox River	(use Homer listings)
Fritz Creek	(use Homer listings)
Funny River	(use Soldotna listings)
Girdwood	
Emergency	911
Fire/EMS	783-2511
State Troopers.....	783-0972
Halibut Cove.....	(use Homer listings)
Happy Valley	(use Homer listings)
Homer (City).....	235-8121 / fx235-3143
State Troopers.....	235-8239
Police Department	235-3150
Fire Department	235-3155 or 235-3150
Hospital	235-8101
Clinic	235-8857
Harbormaster	235-3160
Hope	(use Anchorage or Soldotna listings)
Houston	892-6869 / fx892-7677
Ambulance.....	373-8800 or 745-4811
Volunteer Fire Department	892-6457
Jakolof Bay	(use Seldovia listings)
Kachemak (City).....	235-8897 / fx235-8854
Emergency	235-1511
Fire	(use Homer listings)
Kalifornsky	
Emergency (Kenai).....	262-4792 or 262-4453
Kasilof	
Emergency (Kenai).....	262-4792 or 262-4453
Kenai (City)	283-7535 / fx283-3014
Tribal Council Salamatoff	283-7864
Tribal Council Kenaitze	283-3633
Police Department	283-7879
Fire Department.....	283-7666
State Troopers.....	283-8590
Health Clinic.....	283-7351

	City Dock (summer only).....	283-9538
Knik	
	Tribal Council	373-7991
	Police (Wasilla)	373-9077
	Fire Department	373-8800 or 376-3559
	Health Clinic (Wasilla).....	352-2888
Lazy Mountain.....		(use Palmer listings)
Meadow Lakes.....		(use Wasilla listings)
Moose Pass		
	Volunteer Fire/EMS	288-3666 or 288-8665
	Clinic	(use Seward or Soldotna listings)
Nanwalek	
	Tribal Council	281-2274
	VPSO.....	281-2274
	Health Clinic.....	281-2250 or 281-2251
Nikiski	
	Fire Department	776-8400 or 283-4388
Nikolaevsk		(use Anchor Point listings)
Ninilchik	
	Tribal Council	567-3313
	State Troopers.....	567-3388
	Fire Department.....	567-3929
	Health Clinic.....	567-3970
	Ambulance.....	567-3342 or 567-1020
Palmer	745-3271 / fx745-0930
	Police Department	745-4811
	Fire Department	745-3271
	Hospital	746-8600
	Ambulance.....	373-8800 or 745-4811
Port Graham.....		
	Tribal Council	284-2227
	VPSO.....	284-2234
	Fire Department	284-2224
	Health Clinic.....	284-2241
	EMS/Ambulance	284-2245 or 284-2262

Primrose	
	Bean Creek Volunteer Fire/EMS.....	224-3345 or 224-3338
	Seward Volunteer Ambulance.....	224-3987
Ridgeway	
	Emergency.....	262-4792 or 262-4453
Salamatof	
	Emergency.....	262-4792 or 262-4453
Seldovia	234-7643 / fx234-7430
	Tribal Council	234-7898
	Police Department	234-7640
	Fire Department	234-7812
	Health Clinic.....	234-7825
	Harbormaster (part-time in winter).....	234-7886
	S.O.S - spill response group.....	234-7400
Seward	224-3331 / fx224-4038
	Tribal Council	224-3118
	State Troopers.....	224-3346
	Police Department	224-3338
	Fire Department	224-3345 or 224-3338
	Ambulance.....	224-3987
	Hospital	224-5205 or 224-3490
	Harbormaster	224-3138
Skwentna	
	Fire/Rescue.....	373-8800 or 745-4811
Soldotna	262-9107 / fx262-1245
	State Troopers.....	262-4453
	Police Department	262-4334
	Fire Department	262-4792
	Hospital	262-4404
	Central Emergency Services (CES).....	262-4792 or 262-4453
Sterling	
	Emergency (CES).....	262-4792 or 262-4453
Sutton	
	Fire Department	373-8800 or 745-4811
Talkeetna	
	State Troopers	733-2256
	Ambulance.....	373-8800 or 745-4811
	Health Center.....	753-2273

Tyonek
 Tribal Council 583-2201
 Fire/Hospital 583-2201 or 2271
 Clinic 583-2461
 VPSO 583-2203
 Volunteer Rescue 583-2135 or 2136

Wasilla 373-9050 / fx373-9092
 Police Department 352-5401
 Fire Department 373-8800 or 745-4811
 Ambulance 373-8800 or 745-4811
 Hospital 352-2800

Whittier 472-2327 / fx472-2404
 Police Department 472-2340
 Fire Department 472-2560
 Health Clinic 472-2303
 Harbormaster 472-2375
 Harbormaster - Alyeska/SERVS contact 472-2473

(Note: While Whittier is not included in the Cook Inlet Subarea, the town is immediately adjacent to the subarea perimeter. Therefore, emergency services are listed here in the event of an incident occurring near this location.)

Willow
 Fire Department 495-6728
 Ambulance 373-8800 or 745-4811

E. OTHER POINTS OF CONTACT

CULTURAL RESOURCES ADVISORS

State Historic Preservation Office (DNR)907-269-8721
FOSC Historic Properties SpecialistsSee the Resources Section, page B-139

HATCHERIES/AQUACULTURE SITES see the Sensitive Areas Section

ALASKA REGIONAL RESPONSE TEAM see the Resources Section, page B-154
Refer to the ARRT website at: <http://www.akrrt.org> for the most current listing of ARRT members.

CHEMTREC (24 hr)**800-424-9300**
Hazardous substances information provided by the Chemical Manufacturers Association

Additional listings of Alaska State agencies are provided in the Unified Plan, Annex A.

RESPONSE PART TWO- EMERGENCY RESPONSE

A. UNIFIED COMMAND STRUCTURE AND ICS

The oil and hazardous substance discharge response Incident Command System (ICS) as described in **Annex B of the Unified Plan** will be used during a spill response in the Cook Inlet Subarea. In the event of an actual or potential oil or hazardous materials release, an Incident Command System response will be activated. The ICS is based on the National Interagency Incident Management System (NIIMS), which was developed to coordinate agency action and provide a command structure for use during emergency response events. In the State of Alaska, the Unified Command application of the Incident Command System is used for response to oil and hazardous material spills. This system of ICS differs somewhat from the standard NIIMS ICS format.

The Incident Command System allows for federal, state, and local governments to participate in the spill response both in an oversight capacity and as participants in the containment, control, and cleanup of the spill. The ICS is organized around five major functions: Command, Planning, Operations, Logistics and Finance/Administration. The basic ICS structure remains the same in all incidents, but the magnitude and complexity of the spill emergency will dictate which functional areas will be activated and to what level. The ICS can be expanded or contracted to suit the size and scale of the spill.

The Incident Command System is led by the **Unified Command**, which directs all aspects of incident response (including oversight, monitoring, cleanup, etc.), and includes an **Incident Commander (IC)**, who is in command of the control, containment, removal, and disposal of the spill. For the Cook Inlet Subarea, the Unified Command is typically comprised of the Federal On-Scene Coordinator (FOSC), the State On-Scene Coordinator (SOSC), the Local On-Scene Coordinator (LOSC), and the Responsible Party On-Scene Coordinator (RPOSC). The Unified Command is implemented in situations where more than one agency has jurisdiction. When the Responsible Party is identified, the RPOSC, usually a senior representative of the Responsible Party (RP), is the Incident Commander (IC). When there is no Responsible Party (RP), or the RP is unable to satisfactorily respond to a spill, the spill response will be directed by an Incident Commander designated by the agency with jurisdictional authority (federal, state, or local.)

Below the command level, positions within the ICS can be filled by employees of the RP or its independent contractors. The exact size and composition of an ICS will vary according to the needs of the response and the experience level of the personnel involved. Government agency personnel may supplement ICS staffing as necessary.

By integrating response management early in the response, consensus and mobilization can be more quickly achieved and limited resources combined to reduce duplication of effort and enhance response effectiveness.

B. ROLES OF THE OSCs, RP, RAC/OSRO, and RSC

Federal On-Scene Coordinator (FOSC). The U.S. Coast Guard is the lead agency for coastal oil and hazardous materials spill responses and shall serve as the Federal On-Scene Coordinator in the Unified Command. For oil spills on inland waters (more than 1000 yards inland from the tideline), the Environmental Protection Agency will be the FOSC. The role of the U.S. Coast Guard or EPA in the Unified Command will vary according to spill type and size. The Coast Guard has adopted the Incident Management Handbook (COMDTPUB P3120.17) for use in guiding their major spill response efforts. The guide provides detailed guidance for each Incident Command System position identified for emergency response operations.

State On-Scene Coordinator (SOSC). The Alaska Department of Environmental Conservation (ADEC) is the lead agency for the State of Alaska in oil and hazardous materials spill response. ADEC serves as the State On-Scene Coordinator (SOSC) in the Unified Command. The Statewide Oil and Hazardous Substance Incident Management System Workgroup (consisting of ADEC, industry, spill cooperatives, and federal agencies) has published the Alaska Incident Management System (AIMS) for Oil & Hazardous Substance Response. The AIMS Guide provides ADEC personnel and other response personnel with the detailed guidance necessary to properly respond to a major spill incident.

Local On-Scene Coordinator (LOSC). In the event of an oil spill or hazardous substance release in the Cook Inlet Subarea, a senior member of the local community with jurisdiction, unless otherwise specified by local plans, will serve as the Local On-Scene Coordinator in the Unified Command. For all spills in the Cook Inlet Subarea in which the ICS is implemented, the LOSC will sit in the Unified Command with the FOSC, SOSC, and RPOSC, sharing decision-making and oversight responsibilities with the other On-Scene Coordinators. For spills that affect or threaten to affect multiple jurisdictions in the Cook Inlet Subarea, or outside of the subarea, appropriate officials from the affected communities will integrate into the command structure either through a LOSC liaison representing the affected communities or through a Regional Stakeholder Committee.

As long as an immediate threat to public safety exists, the LOSC will serve as the ultimate command authority for the public safety issue, while the FOSC, SOSC, and RPOSC work with the LOSC to ensure mitigation of the situation. So long as the threat to public safety remains, the LOSC will be guided by the applicable Local Emergency Response Plan developed by the local emergency services staff. If the FOSC, SOSC, or RPOSC does not assume the lead role for response, the LOSC may request higher authority to assume that responsibility. (See the **Unified Plan, Annex B.**)

Responsible Party (RP). Under federal and state law, the Responsible Party (RP) is responsible to contain, control, and clean up any oil or hazardous substance spilled. The RP must notify the federal, state, and local authorities of the spill incident and initiate an effective response. The RP is expected to respond to an incident using their own resources and securing additional contractual expertise and equipment when necessary. The FOSC and SOSC have the authority to oversee the RP's activities, and both are authorized to take over or supplement the RP's response activities if they determine those activities to be inadequate. During an RP-driven response, if the vessel or facility has a contingency plan (C-plan), it will serve as the primary guidance document for the spill response, and the Responsible Party will designate the Incident Commander. If there is no Responsible Party, or if the RP does not have a government-approved contingency plan, the Unified Plan and the Cook Inlet Subarea Contingency Plan will become the guiding document during the spill response.

Primary Response Actions Contractors (RAC) and Oil Spill Response Organizations (OSRO).

Primary Response Action Contractors (RAC) and Oil Spill Response Organizations (OSRO) may play an important role in a spill response. Primary RACs and OSROs are organizations that may enter a contractual agreement with an RP (vessel or facility owner/operator), assisting the RP in spill cleanup operations. RACs/OSROs can provide equipment, trained personnel and additional resources. The Operations/Technical Manuals maintained by the RACs/OSROs may be referenced in vessel or facility contingency plans and serve as supplementary reference documents during a response. OSROs generally have access to large inventories of spill equipment and personnel resources. The FOSC or SOSC may contract these assets for use. Select equipment located within the Cook Inlet Subarea is referenced in the Resources Section of this Plan. Complete equipment inventories are listed in the respective Operations/Technical Manuals of the RACs and OSROs.

Regional Citizens' Advisory Councils (RCAC). There are two RCACs in Alaska, Cook Inlet RCAC and Prince William Sound RCAC. RCACs are independent, non-profit organizations created by the Oil Pollution Act of 1990 to monitor and advise on oil industry programs related to spill prevention and response, tanker safety and environmental impact assessments. During a spill response, RCACs monitor on-water activities and observe and verify spill response and cleanup efforts. RCACs inform local community members and other concerned groups about response activities and provide information on local concerns and priorities to the Unified Command in order to facilitate operational decisions.

Regional Stakeholder Committee (RSC). A Regional Stakeholder Committee will be activated for significant incidents to advise the Unified Command and provide recommendations or comments on incident priorities, objectives and community concerns. RSCs do not play a direct role in setting incident priorities or allocating resources, however the RSC can advise the Unified Command (usually through the Liaison Officer) and provide recommendations or comments on incident priorities, objectives, and the incident action plan. The RSC is not directly involved in tactical operations, though some of its members may be. Each RSC will be facilitated by a chairperson elected by the RSC members. RSC composition may vary from incident-to-incident and may include community emergency coordinators, local or tribal government representatives, local or private landowners and leaseholders, Native organizations, non-profit and volunteer organizations, and other stakeholder groups affected by the spill. For spills affecting the Cook Inlet Subarea, one of the Regional Citizens' Advisory Councils may be called upon to assume the role of the RSC until one is formally seated by the Unified Command.

RESPONSE: PART THREE – RESPONSE PROCEDURES

This part identifies the initial response objectives and actions that shall be taken for an oil or hazardous substance spill in the Cook Inlet Subarea, including the “ramp up” procedures and processes necessary to address an emerging incident.

NOTE: “General Emergency Response Procedures” that are applicable throughout the State are contained in the **Introductory Section of the Unified Plan.**

A. RESPONSE OBJECTIVES

Regardless of the nature or location of a spill, the following objectives shall guide all response actions:

- 1. Ensure safety of responders and the public.**
- 2. Stop the source of the spill.**
- 3. Deploy equipment to contain and recover the spilled product.**
- 4. Protect sensitive areas (environmental, historic properties, and human use).**
- 5. Track the extent of the spill and identify affected areas.**
- 6. Cleanup contaminated areas and properly dispose of wastes.**
- 7. Notify and update the public. Provide avenues for community involvement where appropriate.**

B. SCOPE OF ACTIVITIES

This list assists the Incident Commander, either government or Responsible Party, and staff in completing the initial response actions associated with a medium to large-sized oil spill. This list is not exhaustive and should be used at the discretion of the IC and the Unified Command.

- 1. DEFINE NATURE OF INCIDENT**
 - a. Determine facts of spill.**
 - Responsible Party (name and phone #)
 - Location and time of incident
 - Type of incident (explosion, grounding, operational, etc.)
 - Type of product
 - Movement of spilled product
 - Environmental resources, sensitive areas, and historic properties at risk
 - b. Determine whether RP is willing/able to respond.**
 - c. Classify size of spill.**
 - d. Notify natural resource trustees**
 - e. The FOSC or FOSC’s authorized representative needs to perform the following:**
 - 1) consult with natural resource trustees; 2) Endangered Species Act consultation (contact DOI and DOC to determine endangerment of threatened and endangered species and their critical habitat); and 3) determine whether incident is categorically excluded under the Programmatic Agreement to protect historic properties and, if not, activation of an FOSC Historic Properties Specialist.

2. **EVALUATE HAZARDS TO HUMAN HEALTH/SAFETY**
 - a. **Determine threat to public health.**
 - b. **Assess fire/explosion hazard.**
 - c. **Assess personnel safety based on potential/existing hazards.**
 - d. **Determine appropriate level of personnel protective equipment for responders.**

3. **EVALUATE SEVERITY OF INCIDENT AND THE NEED FOR ADDITIONAL RESOURCES**
 - a. **Estimate amount of spilled product and total potential amount.**
 - b. **Estimate duration of spill response efforts.**
 - c. **Assess weather/sea conditions .**

4. **INITIATE RESPONSE STRATEGY**
 - a. **Protect responders and the public.**
 - b. **Secure or isolate the source of spill.**
 - c. **Protect sensitive areas** (develop priorities consistent with environmental sensitivity and protection priorities identified in Sensitive Areas Section of this plan)
 - d. **Initiate containment and recovery of spilled product.**
 - e. **Initiate spill tracking.**
 - f. **Consult with natural resource trustees on removal actions to be taken.**

5. **INFORM LOCAL RESIDENTS/COMMUNITIES/STAKEHOLDERS**
 - a. **Prepare Press Statement.**
 - Report that USCG, EPA, ADEC, RP and local emergency response personnel are responding to discharge event.
 - Give brief details of the discharge.
 - Describe actions taken by the Unified Command.
 - Announce that formal press release will be prepared as more information is received.
 - b. **Contact Local Media.** (Local radio, newspaper and television contact information available in Resources Section, Part Three, page 146)
 - c. **Be forthcoming, and provide as much information as quickly as possible. If no information is available, say so but ensure that information is provided to the media as soon as it is available.**
 - d. **Conduct appropriate briefings via the ICS Liaison Officer**

C. RAMP UP PROCEDURES

A spill response progresses through a series of steps where the number of personnel and amount of equipment is increased (or decreased) as necessary to meet the demands of the situation. This increase of resources to address response needs is called a “ramp up.” The USCG will rely on their Incident Management Handbook and State of Alaska personnel will employ the AIMS Guide to direct their staffing of emergency response teams.

The ramp up begins when the spill is first reported and then progresses with the sequential and prioritized activation of the response resources of the Responsible Party and the local, state and federal responders. Each spill response will differ according to spill size and severity, location, season, and a variety of other factors. Personnel needs will vary accordingly.

The ramp up procedures and personnel requirements presented below are provided as guidance for the Unified Command during the initial staffing of the Incident Command System (ICS). The ICS can expand and contract to meet the needs of an emergency response without any loss of effectiveness or control. The goal for any major spill is to have the personnel in place to staff a complete ICS within the first 96 hours of a response.

In addition to federal and state responders, several Cook Inlet municipalities have significant numbers of trained personnel available to help staff an ICS. Contact the local emergency management organizations listed in Part One of this Section to recruit local, trained personnel to assist in the response effort.

The ramp up to a full oil spill response generally moves through three staffing levels. The **Initial Response Team** (Hours 0-6) will consist primarily of first responders who will carry out initial response actions. The **Transitional Response Team** (Hours 6-96) will form as additional personnel arrive on-scene and ICS functions are added. The **Full Response Team** (by Hour 96) will be complete when full ICS staffing levels have been reached. Qualified personnel within the ICS will identify resources and equipment necessary for an effective response.

In those incidents where there is imminent threat to life and property, the appropriate local Fire Chief, State Trooper, or Emergency Manager will be the Incident Commander.

This ramp up guidance outlines the response of the federal, state and local personnel. Responsible Party personnel will also initiate a concurrent ramp up according to the procedures described in their contingency plan.

Hour 0-6: Initial Response Team

The Initial Response Team will consist primarily of the FOSC and SOSC response officers, natural resource trustees (if available), local emergency response and Responsible Party personnel. The Initial Response Team will carry out initial response efforts, which include notification and equipment mobilization. Depending on the size of the spill, a Unified Command may begin to form as the Initial Response Team carries out these response actions.

Notifications: The Responsible Party is ultimately responsible for making notifications to local, state and federal agencies. Notifications will include local officials, police, and fire departments. USCG or EPA will notify the appropriate federal agencies listed as agency contacts on page A-2 and other points of contact, as necessary. The FOSC will notify appropriate natural resource trustees to begin the consultation process on resources at risk (including threatened and endangered species and their critical habitats), response actions that

may affect trust resources, and response actions to protect or reduce the injury of trust resources. ADEC will notify the appropriate State agencies as noted on the contact list on page A-3. Each agency will activate appropriate staff and equipment to respond to the Cook Inlet Subarea.

Initial Response Action: Following these notifications, the initial responders will assess the chemical characteristics of the spilled material and establish a safe level of Personnel Protective Equipment (PPE) prior to dispatching a response team to the scene. Upon arrival, the response team will conduct a site characterization to evaluate environmental hazards. Upon ensuring a safe operating environment, they will attempt to determine the source of the spill, identify the responsible party, secure the source of discharge, and begin to gather data for the ICS to use to formulate a response strategy or validate the RP's strategies. This initial response team will normally have no containment or product removal means with them at this time, unless provided by the RP. If local authorities or federal/state responders identify an immediate threat to public health and safety, appropriate action shall be initiated. If the situation warrants, an evacuation may be implemented according to the procedures described in the local emergency response plan.

The response team will contact the Federal and/or State On-Scene Coordinators, report the details of the spill, and initiate a preliminary investigation into the cause of the spill. The response team will advise the Responsible Party regarding the legal requirement to initiate containment and recovery actions. The FOSC will be advised of the severity of the spill and will activate the ICS. The FOSC and/or SOSOC will brief the federal, state and local government agencies regarding the spill status and ramp up procedures. The FOSC will continue to consult with natural resource trustees on actions to be taken that may affect trust resources. The FOSC will activate an FOSC Historic Properties Specialist unless the FOSC determines that the incident is categorically excluded from the National Programmatic Agreement to protect historic properties.

ADEC will select any available State resource agency personnel to serve as a local contact until ADEC responders arrive on-scene. ADEC will request that ADNR and ADFG identify environmental priorities for protection. ADNR and ADFG will use the environmental sensitivities information in this plan as a primary source for this information. NOAA may also be contacted for initial environmental sensitivity and wildlife concentration information. ADEC will forward these priorities to the Incident Commander and the Unified Command.

The Responsible Party is responsible for deploying appropriate privately-owned pollution response equipment as quickly as possible, regardless of whether federal/state equipment has been deployed in the interim. The FOSC/SOSOC may assist the RP and arrange for initial delivery of pollution response gear via the most expedient mode of transportation.

Command Center Establishment: A field command post will be assembled to coordinate efforts until the FOSC, SOSOC, LOSC and RP can establish the command center. The location of this field command post will depend upon the location and severity of spill, time of year, weather, and other considerations. Details on potential field command post locations, staging areas and potential command center locations throughout the Cook Inlet are included in the Resources Section of this plan.

State, federal, and local personnel arriving on-scene should realize that workspace, telephone lines, and other office resources may be limited during the initial response. Individuals are encouraged to bring cellular phones to communicate with their respective home offices (realizing that cellular phone capabilities may be severely limited or non-existent at the incident location).

Staging Areas: In Part Four of the Resources Section of this plan, potential staging areas have been

identified and profiled for each of the communities and remote facilities in the Cook Inlet Subarea.

Hour 6-96: Transitional Response Team

The Transitional Response Team forms as additional federal, state and local response personnel arrive on-scene. After the initial response, the scope and size of the spill can be gauged, and the Unified Command will come together and ICS staffing will increase. In a government-led spill, the Unified Command will designate an Incident Commander. In a Responsible Party-led response, the Incident Commander will be a representative of the RP. The IC will designate appropriately trained personnel as Section Chiefs for the Operations, Planning, Logistics, and Finance/Administration Sections. As the response develops, appropriate ICS functions will be added until a full response team is in place.

Hour 96: Full Response Team

A full ICS response team should be assembled by Hour 96 of the spill response. Staffing-depths and positions-filled will vary with the response, as will the order in which these positions are filled. The Full Response Team will follow the command structure described in the Alaska Incident Management System (AIMS) Guide. Response personnel may include federal, state and local agency personnel, employees of the Responsible Party, independent contractors, and other organizations as appropriate.

D. ADDITIONAL RESPONSE PROTOCOLS

1. Health and Safety

For most spills, a Safety Officer will be designated by the Incident Commander. The Safety Officer will be responsible for ensuring that the spill site is properly characterized, the hazards identified, and personnel properly equipped and adequately briefed prior to allowing entry into the spill area. The Safety Officer will also be responsible for ensuring site security and establishing emergency procedures for decontamination and evacuation in the event of injury or change in conditions. The Safety Officer answers directly to the Incident Commander and will have the authority to suspend any operation deemed unsafe or in violation of safety regulations.

Annex H, Appendix I of the Unified Plan provides a Standard Site Safety Plan for Emergency/Post-Emergency Phase Coastal Oil Spills developed by the US Coast Guard. The plan is generic in nature and must be expanded to provide specific safety procedures for each incident. **Annex H, Appendix II of the Unified Plan** provides the Training Guidelines for Local Emergency Planning Committees for Planners/Responders/Managers of Responses to Hazardous Materials Emergencies.

Once the emergency response is under way, the Safety Officer will develop a Site Specific Health and Safety Plan that will address all the required elements in OSHA's Hazardous Waste Operations and Emergency Response Regulations (29 CFR 1910.120), including but not limited to:

- Organizational Structure
- Training Requirements
- Risk and hazard analysis for each planned cleanup activity
- Personnel Protective Equipment (PPE)
- Site Security and Control
- Air Monitoring, Medical Surveillance

- Decontamination
- Emergency Response Plan
- Emergency Communications
- Sanitation and Lighting

2. *In Situ* Burning, Dispersants and Other Chemical Countermeasures

Decisions regarding the use of *in situ* burning and/or dispersants or any other chemical response tactic in the Cook Inlet Subarea will be made according to the guidelines presented in **Annex F of the Unified Plan**. Pre-approval for use of these tactics exists for certain conditions and locations.

Federal On-Scene Coordinators (FOSCs) in Alaska may authorize the use of dispersants during incident response in areas where dispersant use and *in situ* burning are not pre-approved. This authorization requires concurrence of the EPA and the ADEC Alaska RRT representatives and consultation, when practicable, with the DOC and the DOI Alaska RRT representatives. In addition, any dispersants used must be listed on the NCP Product Schedule. *Always consult* the appropriate guidelines for dispersants and *in situ* burning before proceeding.

Dispersant guidelines for Cook Inlet delineate areas where dispersants have been pre-approved by appropriate entities and contain checklists used by FOSCs in making decisions to use dispersants during incident response. *In situ* burning guidelines developed for Alaska include the parameters for pre-approval of *in situ* burning in the marine environment and contain a checklist used by FOSCs in making decisions to use *in situ* burning during incident response.

According to the guidelines and from an operational perspective, both of these non-mechanical response options are usually considered at an early stage in a spill response operation. Both of these tactics, dispersants and *in situ* burning, are most effective when applied to oil that has not been heavily emulsified. Therefore, the operational window for considering these tactics is somewhat restricted by time. If either or both of these options are to be considered, the Unified Command should direct an early and immediate assessment of the feasibility for employing these non-mechanical options and make a timely decision to approve/disapprove the use of these tactics.

While there are no legal obligations for the FOSC and SOSC to include local officials from the Cook Inlet region in the decision-making process regarding local use of dispersants and/or *in situ* burning, this is an issue of primary concern to local residents. To the extent practicable, the appropriate village, municipality or borough(s) should be involved in the decision-making process.

3. Waste Removal and Disposal

The Planning Section Chief will be responsible for developing a waste removal and disposal plan that provides the necessary logistical and procedural information to ensure a fast and efficient transfer of wastes to disposal facilities. The disposal plan must be in compliance with existing laws and regulations.

Oversight of the waste disposal plan will normally be the responsibility of the State of Alaska. Alaska law (18 AAC 75.319 & 18 AAC 75.327) requires that cleanup and waste disposal plans for hazardous substances, including oil, be approved by ADEC.

For information and guidelines on procedures for transporting, storage, and disposal of wastes and a listing of disposal related permits, refer to the **Unified Plan, Annex E, Appendix VI**.

Note: Within the Cook Inlet area, there are limitations, though not as severe as other locations within Alaska, on the amount of temporary storage available for waste products and recovered product resulting from an oil spill.

4. Cost Recovery/Documentation

Refer to the **Unified Plan, Annex C, Appendix I** (Federal Spill Funding Procedures), and **Appendix III** (State Administrative Guidelines).

5. Public Affairs

The Incident Commander/Unified Command will direct all media inquiries to the Public Information Officer(s). The Public Information Officer position may be filled jointly by regulatory agency and RP representatives. A Joint Information Center (JIC) may be established. For local media contacts, consult the Resources Section, Part Three of this plan. Refer to **Annex I of the Unified Plan** for statewide guidance on Public Affairs inquiries.

E. PLACES OF SAFE REFUGE

Leaking or disabled vessels may require a sheltered location with adequate water depth to lighter or repair the vessel. Leaking vessels need to be repaired to limit the amount of spilled product. If leaking vessels are not repaired, a spilled product, such as oil, can negatively affect downstream environmental resources and shoreline. Vessels need to be anchored or moored in protected waters to safely make repairs and stop the loss of oil or other hazardous products. In acknowledgement of this need, the Cook Inlet Subarea Committee identified potential safe anchoring or mooring locations in the Cook Inlet region.

Cook Inlet has some of the most environmentally sensitive coastal areas in Alaska. In addition to sensitive shoreline habitats such as marshes, sheltered tidal flats, and exposed tidal flats, Cook Inlet supports a number of sensitive biological resources including birds, fish and shellfish, and marine mammals. The inlet area contains national parks, state critical habitat areas, and state parks and is managed for a variety of uses including oil exploration and commercial and sport fishing.

Cook Inlet is widely used for marine commerce. Log transport ships, fuel barges, freighters, oil industry work boats, and cruise ships make routine stops at Cook Inlet ports. Also, commercial fishing boats, sport fishing charter boats, and privately-owned vessels regularly use local harbors and docks.

Anchoring or mooring large vessels generally requires water greater than 10 fathoms. In addition, labor and necessary equipment must be available to make repairs or to lighter product. Few suitable emergency mooring locations exist in Cook Inlet due to extensive mudflats, limited onshore infrastructure, and large tidal ranges. The Port of Anchorage in upper Cook Inlet, Nikiski in middle Cook Inlet, and Kachemak Bay and the Port of Homer in lower Cook Inlet offer the safest locations with the largest onshore support facilities. Yet each of these locations has extensive sensitive environmental areas nearby or even adjacent to repair sites. In particular, Kachemak Bay is a National Estuarine Research Reserve and a state-designated critical habitat area. Decision-makers must address both environmental and operational issues when deciding where to take stricken vessels.

There is not one perfect mooring or anchoring site for all vessels and all situations. Larger vessels, such as oil tankers and freighters, cannot be taken to all sites listed below. Some sites have shallow approaches or small-sized bays, and large ships cannot enter these locations. But smaller vessels, such as fishing vessels and charter vessels, may be able to utilize all potential sites.

Potential anchoring or mooring sites were reviewed by the U.S. Coast Guard, state agencies, the Southwest Pilots Association, Cook Inlet crude oil industries, the Kenai Peninsula Borough, the Seldovia Oil Spill Team, CISPRI, Prince William Sound RCAC, and Cook Inlet RCAC. In the event a vessel needs assistance, officials may refer to the list below of pre-identified sites to aid them in responding to the incident.

The U. S. Coast Guard Captain of the Port (COTP) – Anchorage Marine Safety Office has jurisdiction over approving temporary mooring or anchoring locations for leaking or damaged vessels within this area. The COTP will consult with natural resource trustees and other appropriate stakeholders (e.g., tribal, state, and local government representatives) when deciding where and when to move a stricken vessel.

The Cook Inlet Subarea Committee identified the following sites, after public meetings and consultation with local communities, as possible locations to anchor or moor a damaged vessel:

Anchorage	Kachemak Bay	Port Graham
Drift River	Nikiski	Port Chatham
Seldovia	Seward	Whittier

Each vessel incident presents unique circumstances that the Unified Command must address. The goal is to safely repair or salvage a damaged vessel while avoiding or minimizing impacts to local resources. Prior to bringing a vessel into an anchoring or mooring location, the Unified Command will need to consider:

- Status of the vessel
- Public safety
- Environmental resources at risk
- Strategies to protect sensitive areas
- Prevailing winds
- Navigational approach to the mooring site
- Anchoring ground
- Vessel traffic
- Available dock and support facilities
- Available skilled and spill response labor

