

**NORTHWEST ARCTIC
SUBAREA CONTINGENCY PLAN**

**RESPONSE
SECTION**

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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) in the Northwest Arctic Subarea, 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.

NOTE: All telephone numbers are in area code 907, unless otherwise specified.

FEDERAL:

National Response Center (24 hr)800-424-8802

FOSC for Coastal Zone

USCG -Sector Anchorage (24 hr).....271-6700
(Fax)271-6751

FOSC for Inland Zone (1000 yards from shoreline)

EPA Region X Alaska Operations, Anchorage Office271-5083
Fax: 271-3424

FOSC Whittier cellular contact.....830-7236
FOSC Carr cellular contact.....227-9936

Seattle Office (24 hr)206-553-1263

STATE:

SOSC for coastal or inland spills

ADEC Northern Area Response Team - business hours451-2164
(Fax).....451-2362
On-Duty Officer (cellular)322-3783
24 hr, thru State Troopers).....800-478-9300
International1-907-428-7200

B. USCG AND FEDERAL AGENCY CONTACTS

It is the responsibility of the FOSC to initiate contact, as appropriate, with the following agencies, organizations, and entities once emergency notifications have been made. This is not an exhaustive list of federal contacts, and the FOSC may notify additional parties. 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., POLREPs or other information) by fax or e-mail whenever possible. Additional federal agency contacts are listed in the *Resources Section* of this plan.

FOSC Historic Properties Specialists: During an incident response, contact the FOSC. For BOA contractor information, contact USCG Sector Anchorage, Response Department at 271-6700.

Threatened and Endangered Species Consultation Contacts:

- Department of the Interior (business hours)271-5011
- Emergency (24 hr)333-0489/357-0488/345-7726
Cellular: 227-3783/3781; Fax: 271-4102
- Department of Commerce/NOAA (business hours) 586-7235 or 271-5006
- Emergency (24 hr) 586-7639 or 248-4211; Fax: 586-7012 or 271-3030

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) | 463-2000 | 463-2340 | |
| USCG District 17 Public Affairs | 463-2071 | 463-2072 | |
| USCG – Sector Anchorage | 271-6700 | 271-6751 | |
| 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 | 271-5083 | 271-3424 | |
| – Seattle (24 hr) | 206-553-1263 | | |
| U.S. Department of the Interior | 271-5011 | 271-4102 | |
| National Oceanic & Atmospheric Admin. SSC | 271-3593 | 271-3139 | |
| U.S. Forest Service | 586-7876 | 586-7892 | 586-8806 |
| U.S. Army Corps of Engineers (Security Office) | 753-2515 | 753-2513 | |
| U.S. Navy SUPSALV | 384-2968 | 384-2969 | |
| Federal Aviation Administration (Ops Center) | 271-5936 | 276-7261 | |
| National Marine Fisheries | 271-5006 | 271-3030 | |
| National Weather Service | 271-3886 | 266-5105 | 271-5088 |
| Bureau of Ocean Energy Management (BOEM) | 334-5200 | 334-5202 | 202-208-3985 |
| Bureau of Safety and Environmental Enforcement (BSEE) | 334-5200 | 334-5202 | 202-208-3985 |

NATIVE ORGANIZATIONS AND FEDERALLY-RECOGNIZED TRIBES

See *Section D. Local Contacts* below for the federally-recognized tribes’ contact information, listed by community. See the *Resources Section, Part Three, Subsection N* for a complete listing and contact information.

All telephone numbers in area code 907, unless otherwise specified

| | Phone | Fax | Alt. Phone |
|--|--------------|------------|-------------------|
| NATIVE GROUPS/CORPORATIONS | | | |
| Bering Straits Native Corporation (Nome) | 443-5252 | 443-2985 | |
| Kawerak, Incorporated (Nome) | 443-5231 | 443-4452 | |
| Manilaq Association (Kotzebue) | 442-3311 | 442-7678 | |
| NANA Regional Corporation (Kotzebue) | 442-3301 | 442-2866 | |

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 (i.e. Sitrep or other information) by fax or e-mail whenever possible. Refer to the Resources Section for additional State agency contact information and Internet websites.

All telephone numbers in area code 907, unless otherwise specified

| | Phone | Fax | Alt. Phone |
|--|--------------|------------|-------------------|
| ALASKA STATE AGENCIES | | | |
| Dept. of Environmental Conservation, Anchorage | 269-3063 | 269-7648 | |
| 24 hr, thru State Troopers | 800-478-9300 | | |
| Dept. of Fish and Game | 267-2541 | 267-2499 | 267-2813 |
| Dept. of Military & Veteran Affairs | 428-7000 | 428-7009 | |
| Division of Homeland Security and Emergency Management (24 hr) | 800-478-2337 | | |
| Dept. of Labor and Workforce Development: AK Occupational Safety & Health | 800-770-4940 | 465-6012 | 269-4940 |
| Dept. of Law | 269-5100 | 276-3697 | 269-5274 |
| Dept. of Natural Resources | 269-8815 | 269-8913 | 269-5274 |
| Division of Oil and Gas (paging terminal) | 762-2580 | 269-8938 | 269-8815 |
| Division of Mining, Land and Water | 269-8600 | 269-8904 | |
| State Historic Preservation Office | 269-8721 | 269-8908 | 269-8723 |
| Dept. of Public Safety – Dispatch | 428-7200 | 428-7204 | |
| State Troopers – 24-Hour | 800-478-9300 | | |
| Dept. of Transportation & Public Facilities | 269-0770 | 248-1573 | |
| Dept. of Commerce, Community and Economic Development, Div. of Community and Regional Affairs (DCRA) | 269-4501 | 269-4539 | |
| DCRA Kotzebue Office | 442-3696 | 442-2402 | |
| DCRA Nome Office | 443-5457 | 443-3596 | |
| Dept. of Health and Social Services | 465-3027 | 465-4101 | 561-4406 |
| University of Alaska | 486-1500 | 486-1540 | |
| INDUSTRY ORGANIZATIONS | | | |
| Alaska Chadux Corporation..... | 348-2365 | 348-2330 | 888-831-3438 |

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

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. This is not an exhaustive list of local contacts, 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 (i.e. Sitrep or other information) by fax whenever possible. Additional local contacts are listed in the Resources Section of this plan.

| <i>time</i> | <i>date</i> | Northwest Arctic Borough and LEPC Contacts |
|-------------|-------------|---|
| ___ | ___ | Northwest Arctic Borough LEPC.....907-442-2500 |
| ___ | ___ | Nome LEPC.....907-443-6663 |
| ___ | ___ | Northwest Arctic Borough EMS Director907-442-7695 |

LOCAL GOVERNMENTS

(Also, refer to the Resources Section, Part One, for additional information on these specific locales.)

| | | |
|-----|-----|---|
| ___ | ___ | Ambler (city office)907-445-2122 |
| | | Tribal Council 445-2196 |
| | | Village Police Officer..... 445-2180 |
| | | Village Health Clinic..... 445-2129 |
| ___ | ___ | Brevig Mission (city office).....907-642-3851 |
| | | Village Council 642-4301 |
| | | State Troopers Nome.....800-443-2835 |
| | | Public Safety Officer..... 642-2270 |
| | | Village Health Clinic..... 642-4311 |
| ___ | ___ | Buckland (city office)907-494-2121 |
| | | Village Council 494-2171 |
| | | Public Safety Officer..... 494-2162 |
| | | Volunteer Fire Department..... 494-2176 |
| | | Village Health Clinic..... 494-2122 |
| ___ | ___ | Council (village council)907-443-7649 |
| | | State Troopers Nome.....800-443-2835 |
| | | Village Health Aid 665-8001 |
| ___ | ___ | Deering.....907-363-2136 |
| | | Village Council 363-2138 |
| | | Village Police Officer..... 363-2133 |
| | | Village Health Aid 363-2137 |
| ___ | ___ | Diomedes (city)907-686-3071 |
| | | Village Council 686-2175 |
| | | State Troopers Nome.....800-443-2835 |
| | | Volunteer Fire Department 686-3071 |
| | | Village Health Clinic..... 686-3311 |
| | | Village Police Officer..... VACANT |

| | | | |
|---|---|--------------------------------------|--------------|
| — | — | Elim (city council) | 907-890-3441 |
| | | Tribal Council | 890-3737 |
| | | Public Safety Officer | 890-3611 |
| | | Volunteer Fire Department | 890-3441 |
| | | Village Health Clinic | 890-3311 |
| — | — | Gambell (city office)..... | 907-985-5112 |
| | | Tribal Council | 985-5346 |
| | | Police Department | 985-5333 |
| | | Village Health Clinic | 985-5012 |
| — | — | Golovin (city office) | 907-779-3211 |
| | | Village Council | 779-2214 |
| | | Public Safety Officer | 779-3911 |
| | | Volunteer Fire Department | 779-3971 |
| | | Village Health Clinic | 779-3311 |
| — | — | Kiana (city office)..... | 907-475-2136 |
| | | Village Council | 475-2109 |
| | | Public Safety Officer/Police | 475-2131 |
| | | Fire Department | 475-2132 |
| | | Village Health Clinic | 475-2199 |
| — | — | Kivalina (city office)..... | 907-645-2137 |
| | | Village Council | 645-2153 |
| | | Village Police Officer..... | 645-2137 |
| | | Village Health Clinic | 645-2141 |
| — | — | Kobuk (city office)..... | 907-948-2217 |
| | | Tribal Council | 948-2203 |
| | | Public Safety Officer | 948-3222 |
| | | Health Clinic | 948-2218 |
| — | — | Kotzebue (city office) | 907-442-3401 |
| | | Tribal Council | 442-3467 |
| | | State Troopers | 442-3222 |
| | | Police Department | 442-3351 |
| | | Fire Department | 442-3403 |
| | | Manillaq Health Center | 431-3321 |
| — | — | Koyuk (city office)..... | 907-963-3441 |
| | | Tribal Council | 963-3651 |
| | | State Troopers (Nome) | 800-443-2835 |
| | | Police Department | 963-3541 |
| | | Public Safety Officer | 963-2441 |
| | | Volunteer Fire Department | 963-3441 |
| | | Village Health Clinic | 963-3311 |
| — | — | Mary's Igloo (village council) | 907-642-3731 |
| — | — | Noatak (village council)..... | 907-485-2173 |
| | | State Troopers Kotzebue | 800-779-3222 |
| | | Village Police Officer..... | 485-3222 |
| | | Village Health Clinic..... | 485-2162 |

| | | | |
|---|---|--|---------------|
| — | — | Nome (city office)..... | 907-443-6663 |
| | | Village Council (Nome Eskimo Community)..... | 443-2246 |
| | | State Troopers | 443-5525 |
| | | Police Department | 443-5262 |
| | | Volunteer Fire Department..... | 443-2310 |
| | | Norton Sound Regional Hospital | 443-3311 |
| — | — | Noorvik (city office)..... | 907-636-2100 |
| | | Tribal Council | 636-2144 |
| | | Public Safety Officer..... | 636-2173 |
| | | Search and Rescue | 636-2345 |
| | | Volunteer Fire Department | 636-3222 |
| | | Village Health Clinic..... | 636-2103 |
| — | — | Saint Michael (city office)..... | 907-923-3222 |
| | | Village Council | 923-2304/2405 |
| | | Public Safety Officer..... | 923-2284 |
| | | Village Health Clinic..... | 923-3311 |
| — | — | Savoonga (city office)..... | 907-984-6614 |
| | | Tribal Council | 984-6414 |
| | | Police Department | 984-6011 |
| | | Volunteer Fire Department | 984-6234 |
| | | Village Health Clinic..... | 984-6513 |
| — | — | Selawik (city office)..... | 907-484-2132 |
| | | Tribal Council | 484-2225 |
| | | Public Safety Officer..... | 484-2229 |
| | | Search and Rescue..... | 484-2211 |
| | | Village Health Clinic..... | 484-2199 |
| — | — | Shaktolik (city council)..... | 907-955-3441 |
| | | Public Safety Officer Unalakleet..... | 624-3646 |
| | | Police Department | 955-3661 |
| | | Volunteer Fire Department | 955-3661 |
| | | Village Health Clinic..... | 955-3511 |
| — | — | Shishmaref (city council)..... | 907-649-3781 |
| | | Tribal Council | 649-3751 |
| | | Public Safety Officer..... | 649-3411 |
| | | Search and Rescue..... | 649-2160 |
| | | Village Health Clinic..... | 649-3311 |
| — | — | Shungnak (city office) | 907-437-2161 |
| | | Village Council | 437-2163 |
| | | State Trooper Kotzebue..... | 800-789-3222 |
| | | Police Department | 437-2147/3222 |
| | | Volunteer Fire Department | 437-3222 |
| | | Village Health Clinic..... | 437-2138 |
| — | — | Solomon (village council)..... | 907-443-4985 |
| | | State Trooper Nome | 800-443-2835 |
| | | Norton Sound Regional Hospital Nome..... | 443-3311 |

| | | | |
|---|---|-----------------------------------|--------------------|
| — | — | Stebbins (city office)..... | 907-934-3452 |
| | | Tribal Council | 934-3561 |
| | | State Trooper Nome | 800-443-2835 |
| | | Public Safety Officer | 934-2340 |
| | | Fire Department | 934-2340 |
| | | Village Health Clinic..... | 934-3311/2464 |
| — | — | Teller (city office)..... | 642-3401 |
| | | Public Safety Officer..... | 642-3408 |
| | | Village Health Clinic..... | 642-3311 |
| — | — | Unalakleet..... | 624-3531 |
| | | Police Department | 624-3008 |
| | | Village Health Clinic..... | 624-3535 |
| — | — | Wales (city council)..... | 664-3501 |
| | | Village Council | 664-3062 |
| | | State Trooper Nome | 443-2835 |
| | | Village Police Officer..... | 664-2108 |
| | | Public Safety Officer..... | 664-3671 |
| | | Village Health Clinic..... | 664-3311/3691 |
| — | — | White Mountain (city office)..... | 638-3411 |
| | | Tribal Council | 638-3651 |
| | | Public Safety Officer | 638-3411/3351/3626 |
| | | Volunteer Fire Department | 638-3651 |
| | | Village Health Clinic..... | 638-3311 |

E. OTHER POINTS OF CONTACT

All telephone numbers in area code 907, unless otherwise specified

Phone Fax Alt. Phone

ALASKA REGIONAL RESPONSE TEAM (ARRT)

Refer to the ARRT website at: <http://alaskarrt.org> for the most current listing of ARRT members.

FEDERAL AND STATE NATURAL RESOURCE TRUSTEES EMERGENCY CONTACTS

A complete listing of the Natural Resource Trustees contact information, including e-mail, is available through a link at the ARRT website: <http://alaskarrt.org> A listing of agency trustees appears in the *Resources Section, Part Three, Subsection T.*

CULTURAL RESOURCES ADVISORS

State Historic Preservation Office (ADNR)269-8721
FOSC Historic Properties Specialists *Contact the FOSC for appropriate BOA contractor*
Regional Environmental Officer (USDOJ).....271-5011

INDUSTRY/SPILL RESPONSE ORGANIZATIONS

Alaska Chadux Corporation 348-2365 348-2330 888-831-3438
Teck Alaska – Red Dog Mine Operations 426-2170 429-2177

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

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 Northwest Arctic 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 Incident Management System (NIMS), 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.

The Incident Command System allows for federal, state, industry, and local governments to participate 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, clean up, etc.), and includes an **Incident Commander (IC)**, who is in command of the control, containment, removal, and disposal of the spill. For the Northwest Arctic 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 OSC, 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 and the EPA each utilize their agency's Incident Management Handbook to guide their major spill response efforts.

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 Work Group (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 Northwest Arctic Subarea, the Northwest Arctic Borough Regional Emergency Services Director (or designee) or a member of the local community (if the community is not part of the borough) will serve as the Local On-Scene Coordinator in the Unified Command. For all spills in the Northwest Arctic 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 which affect or threaten to affect the Northwest Arctic Subarea in addition to other subareas, the Northwest Arctic Borough Emergency Services Director or designee or an appropriate community representative (for those communities that are not part of the borough) will integrate into the command structure either through a LOSC liaison representing all affected communities, or through a representative on the Regional Stakeholder Committee

As long as there is an immediate threat to public safety, 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 Northwest Arctic Borough Emergency Operation Plan, or by the local emergency response plan (for those communities which are not part of the borough). 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 Northwest Arctic Subarea Contingency Plan will become the guiding documents 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 into 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 Northwest Arctic 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 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 (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 RSC Chairperson, elected by the RSC members. RSC composition may vary from incident-to-incident and may include community emergency coordinators, local resource agency personnel, federal/state/local or private landowners and leaseholders, Native organizations, non-profit and volunteer organizations, and other stakeholder groups affected by the spill.

RESPONSE: PART THREE – RESPONSE PROCEDURES

This part identifies the initial response objectives and actions which shall be taken for an oil or hazardous substance spill in the Northwest Arctic Subarea and provides the “ramp up” procedures and processes necessary to address an emerging incident.

NOTE: “General Emergency Response Procedures” which are applicable throughout the State are contained in the Unified Plan, introductory section.

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 impacted 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 authorized representative) needs to perform the following: 1) consult with natural resource trustees on potential resources at risk; 2) conduct Endangered Species Act consultation (contact DOI and DOC to determine the presence of, and potential impacts to, 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, activate an FOSC Historic Properties Specialist.**
 - F. Identify and notify appropriate Federally-recognized tribes.**

G. Identify and notify affected stakeholders.

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:** 1) consult with natural resource trustees on the protection of sensitive areas and resources and on potential response options to be taken; 2) 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. Identify and notify local stakeholders (including federally-recognized tribes and local governments)**

5. INFORM LOCAL RESIDENTS/COMMUNITIES/STAKEHOLDERS

- A. Prepare Press Statement.**
 - Report the extent that USCG, EPA, ADEC, RP and local emergency response personnel are responding to the discharge event.
 - Give brief details of the discharge.
 - Describe actions taken by the Unified Command.
 - Announce that formal press releases will be prepared as more information is received.
- B. Contact Local Media.**

(Local radio, newspaper and television contact information is available in the ResourcesSection, Part Three)
- 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 are 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 and EPA will rely on their respective agency's Incident Management Handbooks and State of Alaska personnel will employ the Alaska Incident Management System (AIMS) Guide and well as the Spill Tactics for Alaska Responders (STAR) to direct their staffing of emergency response teams.

The ramp up begins when the spill is first reported and 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. In addition to federal and state responders, local agencies may also have 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.

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. In those incidents where there is imminent threat to life and property, the local Fire Chief, State Troopers, or Emergency Manager will be the incident commander. The LOSC will follow the guidance of their local emergency response plan.

Hour 0-6: Initial Response Team

The Initial Response Team will consist primarily of the FOSC and SOSC response staff, 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 Northwest Arctic if appropriate.

Initial Response Action: Following these notifications, the initial responders will assess the chemical characteristics of the spilled material and establish a safe level of Personal 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 Northwest Arctic Borough Emergency Operation Plan or other local community emergency plans.

The response team will contact the FOSC/SOSC, and 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 Federal and/or State On-Scene Coordinators 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. NOAA may also be contacted for initial environmental sensitivity and wildlife concentration information.

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 ADF&G identify environmental priorities for protection. ADNR and ADF&G will use the environmental sensitivities information in this plan as a primary source for this 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/SOSC 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, SOSC, 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 Northwest Arctic subarea are included in the Resources Section of this plan.

Federal, state 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).

Staging Areas. Potential staging areas have been identified and profiled for some of the communities and remote facilities in the Northwest Arctic Subarea in Part One of the Resources Section.

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 reveals the scope and size of the spill, the Unified Command will begin to form 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 IC will be a representative of the RP. The Incident Commander 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 should follow the general command structure described in the Alaska Incident Management System (AIMS) Guide and/or the U.S. Coast Guard Incident Management Handbook or U.S. EPA Incident Management Handbook. The Full Response Team 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 U.S. Coast Guard. The plan is generic in nature and must be expanded to provide specific safety procedures for each incident. Also, **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 which 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. Cost Recovery/Documentation:** Refer to the **Unified Plan, Annex C, Appendix I** (Federal Spill Funding Procedures) and **Appendix III** (State Administrative Guidelines).

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 DEC. 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 Northwest Arctic Subarea, there are limitations on the amount of temporary storage available for waste products and recovered product resulting from an oil spill.

4. **In Situ Burning, Dispersants and Other Chemical Countermeasures:** Any decision regarding the use of dispersants and/or *in situ* burning in the Northwest Arctic Subarea will be made by the FOOSC and SOOSC in consultation with the Alaska Regional Response Team (ARRT) according to the guidelines presented in **Annex F of the Unified Plan**.

According to the ARRT-approved guidelines and from an operational perspective, these non-mechanical response options are usually considered at an early stage in a spill response operation. These tactics 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 ARRT to include local officials from the Northwest Arctic Subarea in the decision-making process regarding local use of dispersants and/or *in-situ* burning, their use may be an issue of primary concern to local residents. To the extent practicable, the appropriate local officials should be involved in the decision-making process. The sensitive areas and resource concentrations identified in the Sensitive Areas Section of this plan should also be considered by the ARRT in determining where and when dispersant use and/or *in situ* burning is appropriate in the Northwest Arctic Subarea.

Other chemical countermeasures may also be considered to enhance the response and cleanup operation such as the use of herding agents or bioremediation agents.

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. For local media contacts, consult the Resources Section, Part Three, of this plan. Refer to the **Unified Plan, Annex I** for statewide guidance on Public Affairs inquiries.

E. POTENTIAL PLACES OF REFUGE

Refer to the Potential Places of Refuge (PPOR) (Section H) in this plan for specific information on PPOR sites pre-identified for the Northwest Arctic subarea. The “Guidelines for Places of Refuge Decision-Making”, which are presented in **Annex O of the Unified Plan**, will be used for places of refuge decision-making in the Northwest Arctic Subarea.

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.

The USCG Captain of the Port (COTP) – Western Alaska 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.

F. GEOGRAPHIC RESPONSE STRATEGIES

Geographic Response Strategies (GRS) have been developed for several priority sites in this subarea.

For more information see: <http://www.dec.state.ak.us/spar/perp/grs/nwa/home.htm>

G. EMERGENCY TOWING SYSTEM

Following several vessel mishap incidents in the State of Alaska DEC, the Coast Guard, the marine pilots association, and other organizations launched an initiative in 2007 to pre-position an Emergency Towing System (ETS) at Dutch Harbor, Kodiak, and other locations in the State. The ETS consists of a towline capable of towing a distressed vessel, a messenger line to assist in deploying the towline, a line-launcher, a buoy, and chaffing gear. The ETS may be deployed to a disabled ship from the stern of a tugboat or airdropped to the deck of the ship via helicopter. Four ETS have been purchased with one ETS unit located in Dutch Harbor. Other air deployable ETS assets are available (one each in Kodiak, Anchorage, Sitka and Adak).

The ETS procedures manual is available at <http://www.dec.state.ak.us/SPAR/perp/aiets/home.htm>.

H. MARINE RESPONSE AND SALVAGE RECOVERY

To be developed