

UPPER MISSISSIPPI RIVER POOL 13

INITIAL INCIDENT ACTION PLAN (IAP)



This Initial Incident Action Plan is developed to aid in initiating a timely and effective response to spills of oil and other hazardous materials in Pool 13 of the Upper Mississippi River. It is intended to be used during Operational Period # 1 of response only at the discretion of the Incident Commander. It is not intended to supersede the direction of the Incident Commander or eliminate the need for ongoing communication during a response.

IAP Approved by Incident Commander(s):

ORG	NAME	DATE/TIME
_____	_____	First Local IC (911, Fire Dept., County Emergency Mgr.)
_____	_____	First Responding State (IL EPA or IA DNR)
_____	_____	FOSC; USCG (Vessel or facility), EPA (facility, train or other)
_____	_____	USFWS Lead Representative
_____	_____	IL DNR /IA DNR Fish and Wildlife Sections Lead Representative

Upper Mississippi River Refuge, Pool 13 INITIAL INCIDENT ACTION PLAN

EXECUTIVE SUMMARY

In order to best prepare for oil and hazardous material spills in Pool 13 of the Upper Mississippi River, an interagency team comprised of representatives from the US Environmental Protection Agency (US EPA), US Fish and Wildlife Service (USFWS), US Coast Guard, and other federal, state, local agencies, and private sector, identified the need for a specialized planning document that would: 1) describe the roles that agencies and other entities would likely play in an incident, and 2) give responders a mechanism to help organize both in advance and during a response. This planning tool would also help multiple agencies to coordinate their operations and resources and make effective and efficient use of their personnel, supplies and time.

To help meet these needs, the enclosed Incident Action Plan (IAP) document was created. The plan has been tailored to identify the forms most likely to be used in a Pool 13 response and includes potential objectives for Pool 13 as well as a detailed emergency contact list. The plan provides a concise and coherent means of capturing and communicating the overall incident priorities, objectives and strategies in the context of both operational and support activities.

The IAP was developed to aid the implementation of the Incident Command System (ICS). During an incident, the ICS emphasizes orderly and systematic planning and this document is intended to be the central tool for planning during the Operational Period #1 of response at the discretion of the Incident Commander (IC). The plan is not intended to supersede the direction or authority of the IC, or to preclude communication or flexibility in response. Incidents vary in their kind, complexity, size and requirements for detailed or written plan. The level of detail required in an Incident Action Plan will vary according to the size and complexity of the response. After the operational period #1 of an incident, it is expected that this IAP will be superseded by a response specific IAP as needed.

The IAP was developed to be consistent with, and support, existing plans and procedures including the Region 5 RCP/ACP, the Upper Mississippi River Spill Response Plan, the Upper Mississippi River National Wildlife and Fish Refuge Spill Contingency Plan and Pool 13 Response Strategies, state response plans and local response plans.

TABLE OF CONTENTS

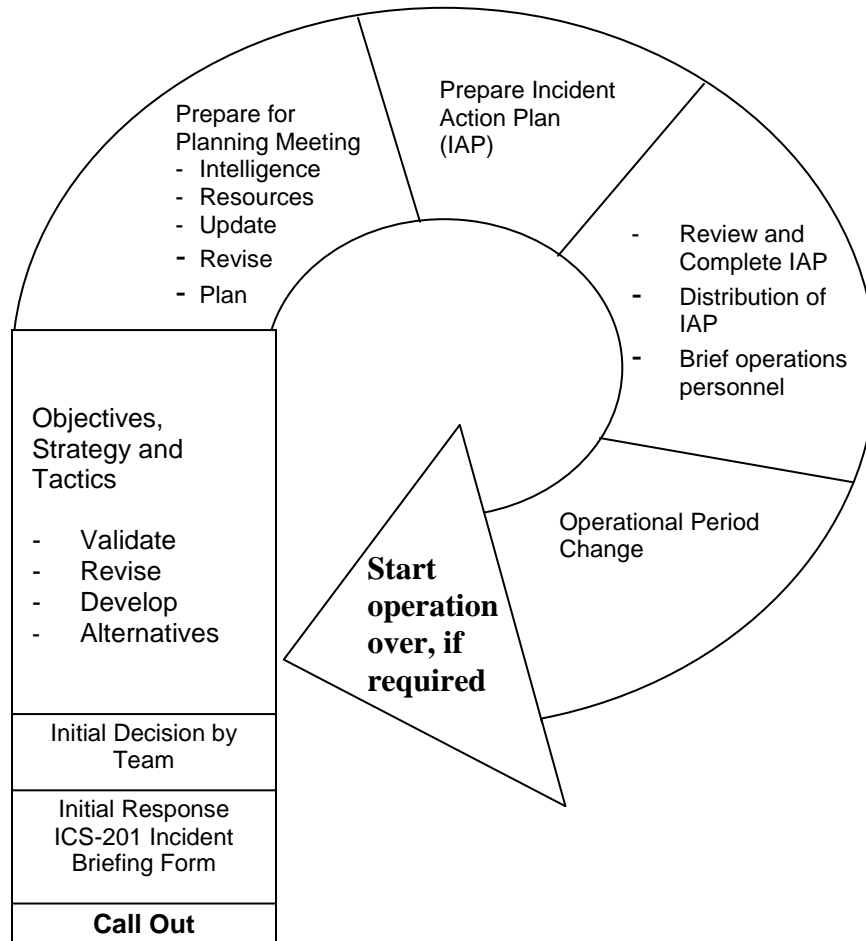
Background IAP Planning “P”-----	IAP-2
Agency General Spill Roles and Responsibilities for UMR Pool 13-----	IAP-3
IAP Template Forms	
1. Action Plan Cover Sheet----- (ICS Form 200)	IAP-5
2. Incident Objectives----- (ICS Form 202)	IAP-6
3. Work Analysis Matrix----- (ICS Form 234)	IAP-7
4. Incident Organization Chart----- (ICS Form 207)	IAP-10
5. Assignment List----- (ICS Form 204)	IAP-11
6. Incident Communication Plan----- (ICS Form 205)	IAP-19
7. Emergency Contact List-----	IAP-20
8. Medical Plan----- (ICS Form 206)	IAP-21
9. Health and Safety Message----- (ICS Form 223)	IAP-22
10. Unit Activity Log----- (ICS Form 214)	IAP-23

Incident Action Planning Process

In the incident command system (ICS), considerable emphasis is placed on developing effective Incident Action Plans (IAP). A planning process has been developed as a part of the ICS to assist planners in the development of a plan in an orderly and systematic manner. Not all incidents require detailed written plans. Recognizing this, the following planning process provides a series of basic planning steps, which are generally appropriate for use in any incident situation. The determination of the need for written IAPs and attachments/forms is based on the requirements of the incident, and the judgment of the Incident Commander. The Planning Section Chief prepares the Incident Action Plan with input from the appropriate sections and units of the Incident Management Team. It should be written at the outset of the response and revised continually throughout the response.

The diagram below shows the process and steps involved to develop an IAP. The IAP included in this document is intended to help guide response through the Operational Period #1 cycle of an incident on Pool 13 of the Upper Mississippi River.

The Planning Cycle and Daily flow of events:



NOTE: The cycle above assumes the first operational period. It can be adjusted to operational shifts of any duration.

Agency General Spill Roles and Responsibilities for UMR Pool 13

Agencies	General Roles and Responsibilities
Responsible Party/Facility/Industry	<p>The spiller, or responsible party (RP), has the primary responsibility to conduct spill cleanup, following the procedures listed in the facility response plan. The first response action of the RP is making notification of an incident to appropriate other responders of the incident, according to law and the RP's own response plan. The RP conducts whatever response actions are necessary and for which their personnel are trained and equipped. The RP is required to have authorized and qualified individuals available 24 hours a day to respond to a spill. The RP should also have sufficient funds available to cover the cost of pollution response to the limit of liability for the vessel or facility. As the priorities of an incident evolve, they often include off-site and environmental concerns. The RP has the lead role in responding to these concerns, under the oversight of state or federal agencies. The RP is also liable for restoring or replacing natural resources which may be injured or lost due to the spill, and should coordinate with the natural resource trustees (via the NRDAR Liaison in the IC) as part of the Natural Resource Damage Assessment & Restoration process. The RP will be represented at the command level of the response organization to represent their interests and to help coordinate assets and response actions. The RP should conduct inquiries into the cause of an incident. This is often done with the participation or oversight of state or federal agencies such as the Occupational Safety and Health Administration or Department of Transportation. The RP should conduct a critique of their response to an incident and revise prevention, preparedness, and response measures accordingly. If the responsible party does not respond properly, the On-Scene Coordinator shall take appropriate response actions and should notify the responsible party of the potential liability for federal response costs incurred by the On-Scene Coordinator pursuant to the OPA and CWA.</p>
Local Fire, Police, Sheriff & Hazmat Teams	<p>Local units of government typically have the primary role in protecting the public's safety and property from a spill through police and fire department response. During the initial stages of an incident, when life and safety issues are paramount, local officials (Fire/Police/Sheriff) will be "in charge" of the response to an incident until such time that they decide to enter into a unified command. The state of Minnesota has entered into contracts with several fire departments to provide hazardous materials assessment and response on a regional basis. These teams will not perform cleanup work, but will rather stabilize public safety threats during incidents and turn incidents over to responsible parties or to the state agencies (IL EPA, IA DNR) for cleanup.</p>
Counties & Emergency Management	<p>During the response and recovery stages of an event, the County Emergency Management acts as a liaison between federal, state, and local units of government to promote speedy access to emergency resources and recovery funding.</p> <p>IEMA coordinates the State's disaster mitigation, preparedness, response and recovery programs and activities, functions as the State Emergency Response Commission, and maintains a 24-hour Communication Center and State Emergency Operations Center (SEOC). The SEOC acts as lead in crisis/consequence management response and operations to notify, activate, deploy and employ state resources in response to any threat or act of terrorism. IEMA assists local governments with multi-hazard emergency operations plans and maintains the Illinois Emergency Operations Plan.</p>
Illinois Environmental Protection Agency (IL EPA)	<p>The IL EPA Office of Emergency Response (OER) protects the health and safety of the citizens of Illinois during emergency incidents involving the release of oil, hazardous materials or other contaminants, while stabilizing, minimizing or eliminating the environmental consequences to the land, air or waters of the state. The Emergency Operations Unit (EOU), within OER, coordinates IL EPA's response to environmental emergencies and ensures that any environmental contamination is cleaned up.</p> <p>The Emergency Operations Unit provides many services to other Agencies and the public in the form of:</p> <ul style="list-style-type: none"> • Technical information about identification, chemical properties, toxicity and potential dangers of a given hazardous material • Monitoring or testing of air, water, soil or containers • Advice about: <ul style="list-style-type: none"> - Containment of hazardous materials - Restoration of the environment, including cleanup objectives - Evacuation recommendations - Disposal or treatment of hazardous materials • Oversight to assure completeness of cleanup actions taken by responsible parties • Documenting violations of the Illinois Environmental Protection Act for possible legal action • Professional personnel, technical assistance and equipment to assist public safety officials
Illinois Department of Natural Resources (IL DNR)	<p>The IL DNR Office of Law Enforcement supports the Department's programs designed to protect Illinois' natural and recreational resources. Conservation Police Officers (CPO) or Game Wardens are vested with full state-wide police authority and are trained as law enforcement professionals. Although CPOs have full police authority in the enforcement of all Illinois Compiled Statutes, their enforcement mission is to focus upon those laws and activities associated with natural resource protection and recreational safety.</p> <p>As a natural resource trustee, the IL DNR works with USFWS and other co-trustees to assess damages to restore natural resources (as circumstances allow) lost or injured due to spill. Data acquired would be used to determine the extent of damage to natural resources, to develop restoration or replacement strategies, and to develop and submit a claim for damages to the Responsible Party to implement the most appropriate restoration actions.</p>
Iowa Department of Natural Resources (IA DNR)	<p>The IA DNR Emergency Response and Homeland Security Unit provides technical assistance to local, state, and federal response agencies, regulated industries, and interested public during an incident. The unit coordinates technical assistance and over-site activities at larger incidents with DNR field office staff.</p> <p>As a natural resource trustee, the IA DNR works with USFWS and other co-trustees to assess damages to restore natural resources (as circumstances allow) lost or injured due to spill. Data acquired would be used to determine the extent of damage to natural resources, to develop restoration or replacement strategies, and to develop and submit a claim for damages to the Responsible Party to implement the most appropriate restoration actions.</p>

Agencies	General Roles and Responsibilities
USFWS	<p>The USFWS is responsible for the conservation and management of lands and waters within Pool 13 of the Upper Mississippi River National Wildlife & Fish Refuge, migratory birds (co-trustee with the Illinois DNR and Iowa DNR), federally-listed threatened and endangered species, anadromous and inter jurisdictional fishes, and their supporting habitat.</p> <p>During a response, local USFWS personnel (Refuge Managers, biologists, law enforcement officers) ensure notification of all necessary USFWS personnel, and establish a response protocol delineating specific roles and responsibilities of each USFWS office. Coordination protocol with the IL DNR and IA DNR, and other resource agencies will also be established. Local USFWS personnel provide the responders with specific fish and wildlife habitat information within the Upper Mississippi River National Wildlife and Fish Refuge (UMRNW&FR), and will also provide recommendations for preventing or minimizing spill impacts to the UMRNW&FR, as well as consult on the best locations for response staging areas and access points within the UMRNW&FR, consistent with the response strategies developed for Pool 13. The USFWS, IL DNR and the IA DNR have joint responsibilities for overseeing any activity that involves the handling of wildlife. The USFWS is also a trustee bureau of the U.S. Department of the Interior with Natural Resource Damage Assessment & Restoration (NRDAR) authorities and responsibilities to restore or replace natural resources injured or lost due to spills of oil or releases of hazardous substances. The USFWS fulfills these responsibilities working with co-trustees (e.g., IL DNR, IA DNR) and Responsible Parties as a distinct process coordinated with the emergency response process.</p>
US Environmental Protection Agency (US EPA) Region 5	<p>US Environmental Protection Agency (EPA) has jurisdiction on the East of the river (i.e. in Illinois). US EPA Region 5 provides Federal On-Scene Coordinators (FOSC) when an incident is federalized for spills originating from a source other than a vessel or marine transportation facility where:</p> <ul style="list-style-type: none"> • The FOSC is the lead federal official for spill response. • The FOSC is the point of contact for the coordination of federal efforts with those of the local response community. The FOSC will be in support of local command unless asked to assume control. • The FOSC shall, to the extent practicable, collect pertinent facts about the discharge or release, such as its source and cause; the identification of potentially responsible parties; the nature, amount, and location of discharged or released materials; the probable direction and time of travel of discharged or released materials; whether the discharge is a worst case discharge; the pathways to human and environmental exposure; the potential impact on human health, welfare, and safety and the environment; whether the discharge or release poses a substantial threat to the public health or welfare; the potential impact on natural resources and property which may be affected; priorities for protecting human health and welfare and the environment; and appropriate cost documentation. <p>The FOSC shall ensure that the Natural Resource Trustees are promptly notified of discharges or releases and shall coordinate all response actions with the trustees. The FOSC should ensure that all appropriate public and private interests are kept informed and that their concerns are considered throughout a response, to the extent practicable.</p>
US Environmental Protection Agency (US EPA) Region 7	<p>US Environmental Protection Agency (EPA) has jurisdiction on the West of the river (i.e. in Iowa). US EPA Region 5 provides Federal On-Scene Coordinators (FOSC) when an incident is federalized for spills originating from a source other than a vessel or marine transportation facility where:</p> <ul style="list-style-type: none"> • The FOSC is the lead federal official for spill response. • The FOSC is the point of contact for the coordination of federal efforts with those of the local response community. The FOSC will be in support of local command unless asked to assume control. • The FOSC shall, to the extent practicable, collect pertinent facts about the discharge or release, such as its source and cause; the identification of potentially responsible parties; the nature, amount, and location of discharged or released materials; the probable direction and time of travel of discharged or released materials; whether the discharge is a worst case discharge; the pathways to human and environmental exposure; the potential impact on human health, welfare, and safety and the environment; whether the discharge or release poses a substantial threat to the public health or welfare; the potential impact on natural resources and property which may be affected; priorities for protecting human health and welfare and the environment; and appropriate cost documentation. <p>The FOSC shall ensure that the Natural Resource Trustees are promptly notified of discharges or releases and shall coordinate all response actions with the trustees. The FOSC should ensure that all appropriate public and private interests are kept informed and that their concerns are considered throughout a response, to the extent practicable.</p>
USCG	<p>The USCG provides Federal On-Scene Coordinators (FOSC) for oil discharges, when an incident is federalized and the source is either a vessel or marine transport related facility where:</p> <ul style="list-style-type: none"> • The FOSC is the lead federal official for spill response. • The FOSC is the point of contact for the coordination of federal efforts with those of the local response community. The FOSC will be in support of local command unless asked to assume control. • The FOSC shall, to the extent practicable, collect pertinent facts about the discharge or release, such as its source and cause; the identification of potentially responsible parties; the nature, amount, and location of discharged or released materials; the probable direction and time of travel of discharged or released materials; whether the discharge is a worst case discharge; the pathways to human and environmental exposure; the potential impact on human health, welfare, and safety and the environment; whether the discharge or release poses a substantial threat to the public health or welfare; the potential impact on natural resources and property which may be affected; priorities for protecting human health and welfare and the environment; and appropriate cost documentation. <p>The FOSC shall ensure that the Natural Resource Trustees that may be impacted are promptly notified of discharges or releases. The FOSC should ensure that all appropriate public and private interests are kept informed and that their concerns are considered throughout a response, to the extent practicable.</p>

Incident Name	2. Operational Period to be covered by IAP (Date/Time)		IAP COVER SHEET UMR Pool 13
	From: <u>DISCOVERY</u> To: <u>OPERATIONAL PERIOD #1</u>		

INITIAL INCIDENT ACTION PLAN

The items below are included in this Incident Action Plan

- [ICS 202](#) Response Objectives. (Select from list as appropriate)
- [ICS 234](#) Work Analysis Matrix. (Incident specific objectives from ICS 202, strategies and tactics/tasks)
- [ICS 207](#) Organization Chart.
- [ICS 204](#) Assignment List. (Fill in operations personnel contact name, incident-specific assignments & resource summary)
- [ICS 205](#) Incident Communications Plan. (Phone/Radio Contact list)
- [ICS 206](#) Medical Plan. (Medical aid stations, hospitals and emergency procedures)
- [ICS 223](#) Health and Safety Message. (General Safety Message and Major Hazards/ Risks)
- [ICS 214](#) Unit Activity Log. (Details of unit activity, including team activity or individual activity)

Other Attachments

The following attachments are not included in the IAP. Please check and include additional forms, as needed.

- ☐ [ICS 208 Site Safety and Control Plan\(s\)**](#) **note: unless otherwise specified, every organization shall respond in accordance with the safety policies and procedures of their respective organizations
- ☐ [ICS 213 General Message Form](#) (for issuing approved information releases from the IC to the JPIC. (PIO's))
- ☐ [ICS 225 Maps / Charts](#) (See [Pool 13 Overview Strategy Map](#) and [USACE Navigational Charts](#). Select and add maps, as necessary)
- ☐ [ICS 232 Resources at Risk Summary](#) (Sensitive areas list of priorities. See [Inland Sensitivity Atlas Maps](#) & [Pool 13 Overview Strategy Map](#). Add tables or maps, as necessary)
- ☐ [Weather Forecasts / River flow – currents – conditions](#)
- ☐ _____
- ☐ _____

General Incident Summary

Incident Information and Incident Status

(Include Incident location, latitude/longitude, estimated quantity spilled, spill rate etc.)

Prepared By: (Name/Title)	Date/Time:
Approved by: (Name/Title)	Date/Time:

Incident name:	ICS – 202 INCIDENT OBJECTIVES UMR Pool 13
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Objectives
1. Develop a response structure.
2. Establish Unified Command and establish an Incident Command Post (via. County Emergency Management).
3. Ensure the health and safety of the public and response personnel.
4. Provide and manage necessary communications.
5. Identify the Responsible Party and determine ability to respond to the spill.
6. Conduct all the appropriate notifications (especially the USFWS), including notifications to downstream communities.
7. Inform and update the community and public.
8. Secure the incident scene, restrict river traffic as necessary and secure all evidence.
9. Conduct response operations to control/stop the source of the spill, contain, recover or exclude released material in Pool 13 & downstream and minimize response related environmental impacts.
10. Evaluate resources-at-risk and protect downstream sensitive resources and minimize response related environmental impacts.
11. Coordinate recovery actions and appropriate rehabilitation procedures with natural resource trustees.
12. Monitor releases to the environment.
13. Use monitoring results to inform and support public safety personnel and the residents including commercial and recreational boating and temporarily moored houseboats.
14. Coordinate response actions and resource information with natural resource trustees and the Natural Resource Damage Assessment & Restoration (NRDAR) process.
15. Coordinate operations to evaluate impact to Mississippi River Pool 13, and potentially impacted residents, water intakes and resources downstream.
16. Conduct cost recovery documentation and coordinate with natural resource trustees and the NRDAR process.

Incident name:	ICS – 234 WORK ANALYSIS MATRIX UMR Pool 13
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Objectives <i>Desired Outcome</i>			Recommended Strategies <i>General Plan and Direction</i>	Recommended Tactics or Tasks <i>How, Who, What, Where, When</i>	Status <i>Operational Period # 1</i>
UNIFIED COMMAND	UNIFIED COMMAND	Develop a response structure	<input type="checkbox"/> Finding out viable Responsible Party <input type="checkbox"/> Integrate company into the Unified Command (Usually as a Liaison Officer)	<input type="checkbox"/> Determine Responsible Parties (RP) <input type="checkbox"/> Set strategies and tactics with expected time frame with responsible party and their contractor <input type="checkbox"/> Hire a response contractor(s) if RP not adequately responding <input type="checkbox"/> Open Oil Pollution fund to conduct clean up and oversight of RPs if needed	_____
		Establish Unified Command and establish Incident Command post and/or Emergency Operations Centers	<input type="checkbox"/> Integrate organizations into ICS <input type="checkbox"/> Develop the IAP	<input type="checkbox"/> Develop feasible response alternatives <input type="checkbox"/> For technical assistance or funding, request help from Federal agencies- USCG or US EPA <input type="checkbox"/> For technical assistance, request help from State agencies- IL EPA, IL DNR and/or IA DNR	_____
	SAFETY	Ensure protection of health and safety of the public and response personnel		<input type="checkbox"/> Review data with health experts	_____
			<input type="checkbox"/> Establish road, rail, and airspace controls <input type="checkbox"/> Establish shore land perimeter control areas <input type="checkbox"/> Temporally shut down public boat launches and tour boats if necessary		_____
			<input type="checkbox"/> Develop and implement an all-agency staff safety plan <input type="checkbox"/> Written HASP (if hazmat or more than one operational period) <input type="checkbox"/> Prepare Boat Safety Check List and Float Plan for boat crews	<input type="checkbox"/> Assign a safety officer (s)	_____
	PUBLIC AFFAIRS	Ensure decision makers and the public are fully informed throughout the incident response	<input type="checkbox"/> Evacuation / Shelter-in-place and warnings of citizens at risk <input type="checkbox"/> Notify and evacuate if necessary house boats and boat house owners and occupants	<input type="checkbox"/> Local law enforcement, USCG, USFWS law enforcement and state conservation officers and wardens temporally shut down impacted areas, boat ramps, and other sites used by the public <input type="checkbox"/> USCG temporally shut down river traffic if necessary <input type="checkbox"/> County and state emergency managers and local Sheriff provide emergency communications to impacted public	_____
	LIAISON	Provide Notification to all impacted communities, states, federal agencies including downstream notifications	<input type="checkbox"/> Ensure notifications to principal partners, local, state, federal responders and land owners such as USFWS and any tribes. <input type="checkbox"/> Ensure notifications to downstream states, municipalities, drinking water intakes, and economically sensitive businesses	<input type="checkbox"/> Assign person to track proper notifications <input type="checkbox"/> Contact private and public water supply utilities. <input type="checkbox"/> Follow Upper Mississippi Response Plan Notification List (UMR field guide and draft IAP phone list) <input type="checkbox"/> Conduct spill trajectory and time-of-travel to predict downstream impacts	_____
				<input type="checkbox"/> Issue Federal Notice of Interest to RPs <input type="checkbox"/> USFWS and IL EPA, IL DNR and/or IA DNR identifies the liaison representing the natural resource trustees	_____
	PUBLIC INFORMATION	Inform and Update the community and public	<input type="checkbox"/> Establish interagency and JPIC - PIO liaisons. <input type="checkbox"/> Develop a multi-agency communications plan <input type="checkbox"/> Provide Information resources to all organization needs <input type="checkbox"/> Provide information resources to ICPs and EOCs (and JPIC) <input type="checkbox"/> Provide timely situation updates to SEOC or local EOCs	<input type="checkbox"/> Assign Public Information Officers to specific locations <input type="checkbox"/> Submit updates and situation reports at requested times (sitreps) <input type="checkbox"/> Provide Governor's briefings <input type="checkbox"/> Reactive: respond to media inquiries	_____
			<input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____	_____

Objectives <i>Desired Outcome</i>			Recommended Strategies <i>General Plan and Direction</i>	Recommended Tactics or Tasks <i>How, Who, What, Where, When</i>	Status <i>Operational Period # 1</i>
OPERATION SECTION	LAW ENFORCEMENT	Secure the incident scene and secure all evidence	<input type="checkbox"/> Establish river traffic control, river-traffic evacuation, no-boating area. <input type="checkbox"/> Secure scene immediately <input type="checkbox"/> Collect evidence <input type="checkbox"/> Prevent or minimize movement of evidence	<input type="checkbox"/> USCG / Sheriff lead on River Traffic Mgmt. <input type="checkbox"/> Police / Sheriff lead on road and rail traffic control <input type="checkbox"/> Collect photo evidence and document the scene <input type="checkbox"/> Coordinate with USFWS law enforcement and state conservation officers and wardens to ensure collection and storage of evidence to enforce federal and state wildlife laws	_____
	CONTAIN RELEASE	Conduct operations to stop the spill, contain, recover or exclude released material in Pool 13 and downstream	<input type="checkbox"/> Mobilize company responders, local spill COOP, first responders, county emergency government and hazmat teams, state and federal responders and their contractors <input type="checkbox"/> Utilize company and locally stored equipment such as oil spill boom, sorbents, tanker trucks, vacuum units, oil collection equipment or pre-staged response equipment <input type="checkbox"/> Mobilize local personnel and resources <input type="checkbox"/> Activate Spill Response Contractors (if company response too slow or inadequate) <input type="checkbox"/> Activate oil boom collection and recovery plan	<input type="checkbox"/> Contain and stabilize oil-sources. <input type="checkbox"/> Establish ignition source controls in hot zone <input type="checkbox"/> Safely collect materials without creating nuisance conditions <input type="checkbox"/> Implement an oil recovery plan <input type="checkbox"/> Establish parameter and hot zone <input type="checkbox"/> Deflect spilled material into Lock Chamber for collection. Utilize Lock and Dam Master and provide formal request from Federal OSC <input type="checkbox"/> Utilize barges to divert or collect spilled material <input type="checkbox"/> Evaluate the control of river level to facilitate spilled product collection and control (note: changing levels can cause larger smear zones)	_____ _____
	RECOVER & REHABILITATE	Implement recovery actions and appropriate rehabilitation procedures with natural resource trustees	<input type="checkbox"/> Establish Operations Section Wildlife Branch to respond to oiled wildlife	<input type="checkbox"/> USFWS and/or state resource managers will implement the following Plans, as necessary: - "Wildlife Reconnaissance and Recovery Plan" to guide the finding and capture of oiled animals - "Wildlife Stabilization and Transport Plan" to provide initial veterinary care for recovered oiled wildlife and to transport animals to rehabilitation areas <input type="checkbox"/> USFWS and/or state resource managers will oversee wildlife care and rehabilitation of oiled wildlife, as necessary	_____
	RECONNAISSANCE & MONITORING	Conduct operations to monitor releases to the environment to support public safety personnel and the residents including commercial and recreational boating, and temporarily moored houseboats	<input type="checkbox"/> Reconnaissance by IC organization staff, (reminder need safety plan) <input type="checkbox"/> Reconnaissance by compilation of information by others <input type="checkbox"/> Joint reconnaissance with local authorities <input type="checkbox"/> Air- flight reconnaissance and reporting <input type="checkbox"/> Conduct air monitoring and water sampling <input type="checkbox"/> Conduct monitoring with the Planning Section's Environmental Unit and the NRDAR Liaison.	<input type="checkbox"/> Establish & deploy Reconnaissance Team(s) <input type="checkbox"/> Consider variety of resources for reconnaissance such as local, state, federal or private air recon, UASCE resources for reconnaissance, USACE Hydraulics personnel, NOAA, or private resources to provide spill trajectory's <input type="checkbox"/> Wildlife Reconnaissance and Recovery Teams provide real time field situational updates on the location of oil and related environmental impacts to the Planning Section Environmental Unit to help direct Shoreline Cleanup Assessment Technique (SCAT)	_____
			<input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____	_____

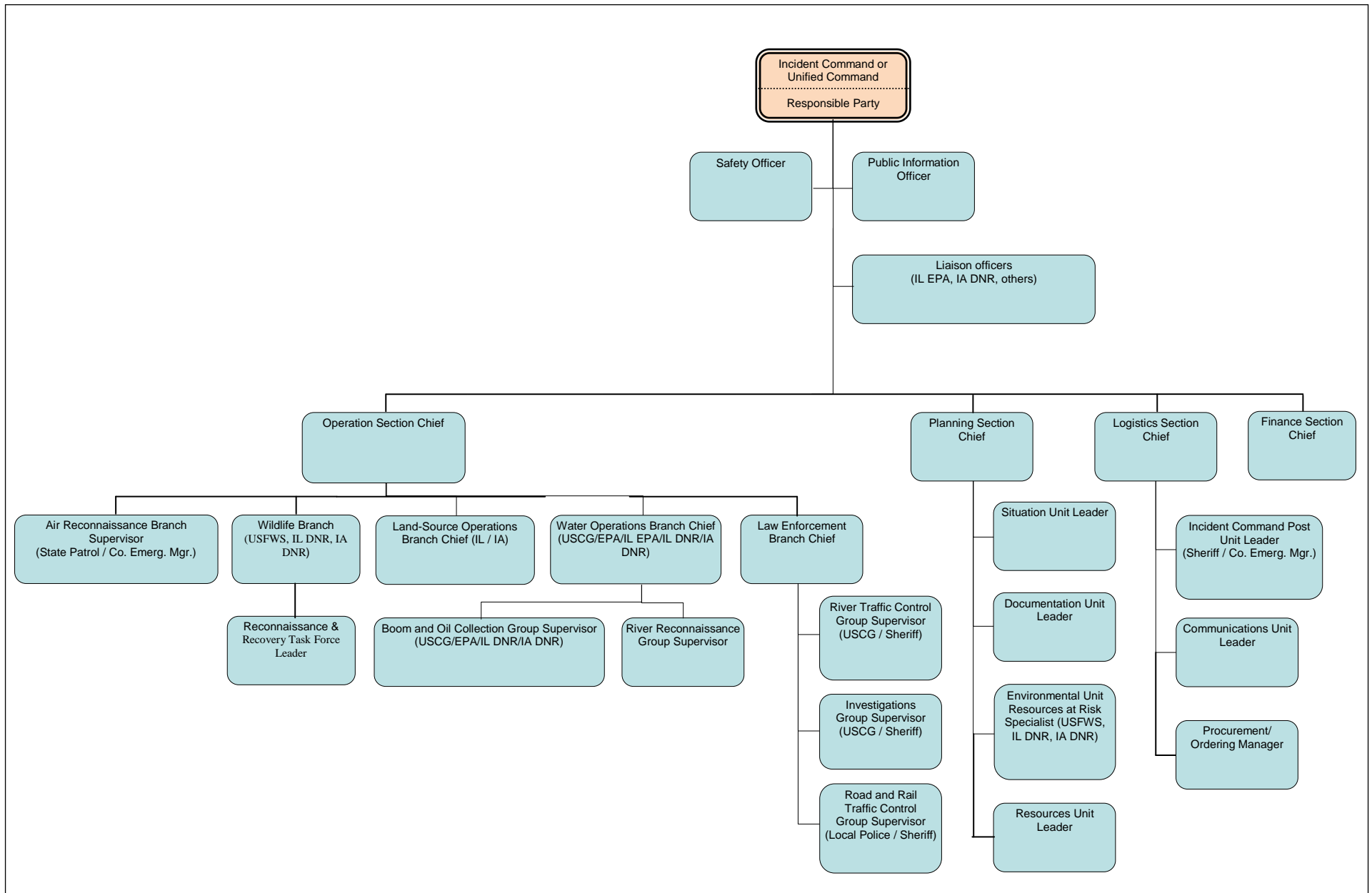
Objectives <i>Desired Outcome</i>			Recommended Strategies <i>General Plan and Direction</i>	Recommended Tactics or Tasks <i>How, Who, What, Where, When</i>	Status <i>Operational Period # 1</i>
PLANNING SECTION	ENVIRONMENTAL	Establish a wildlife branch within Operations section and an Environmental unit within planning section if oiled wildlife is observed	<input type="checkbox"/> Establish an Environmental Unit within the Planning Section, with an emphasis on "Resources at Risk Specialists" <input type="checkbox"/> Establish a Wildlife Branch within the Operations Section if oiling of wildlife is observed or predicted	<input type="checkbox"/> Request assistance from the USFWS and IL EPA, IL DNR, and/or IA DNR. Open up the Oil Spill Liability Trust Fund (OSLTF) for a Pollution Removal Fund Authorization (PRFA). <input type="checkbox"/> Schedule an oiled-wildlife tactics meeting <input type="checkbox"/> Initiate Endangered Species Act Section 7 emergency consultation. <input type="checkbox"/> Establish linkage between Planning Section Environmental Unit and the Operations Sections for technical assistance on methods to avoid and minimize response related injury to natural resources.	_____
			<input type="checkbox"/> Conduct spill modeling and spill trajectories <input type="checkbox"/> Develop a monitoring plan for water quality	<input type="checkbox"/> Provide info on how to assess to local authorities <input type="checkbox"/> Contact air & water experts on agency call back lists (examples include hydraulic personnel, state water division contacts, biologists)	_____
	RESOURCES AT RISK	Evaluate resources at risk and protect sensitive resources in Pool 13 and downstream	<input type="checkbox"/> Planning Section's Environmental Unit identifies and evaluates sensitive resources.	<input type="checkbox"/> USFWS and state resource managers will identify and evaluate sensitive natural resources, including seasonal and site-specific conditions <input type="checkbox"/> USFWS and state resource managers will make a preliminary determination of the extent to which planned response actions may affect natural resources and suggest measures to avoid and minimize impacts. <input type="checkbox"/> USFWS and state resource managers will recommend and advise implementation of Response Strategies developed for Pool 13 <input type="checkbox"/> USFWS and state resource managers will develop a "Wildlife Reconnaissance and Recovery Plan" if oiled wildlife is observed or predicted, as necessary <input type="checkbox"/> USFWS and state resource managers will develop a "Wildlife Hazing Plan" if wildlife is attracted to oiled habitats, as necessary <input type="checkbox"/> USFWS and/or state resource managers will develop and assist implementation of a "Wildlife Stabilization and Transport Plan" to provide initial veterinary care for recovered oiled wildlife and to transport animals to rehabilitation areas, as necessary <input type="checkbox"/> USFWS and/or state resource managers will develop and assist implementation of a "Wildlife rehabilitation Plan" for oiled wildlife, as necessary <input type="checkbox"/> See Pool 13 Site-Specific Response Strategies (Overview Map) and ISA Maps included in the Pool 13 GRP CD	_____
			<input type="checkbox"/> Establish a NRDAR Liaison in the Incident Command <input type="checkbox"/> Coordinate response plans and actions with the natural resource trustees and the Natural Resource Damage Assessment & Restoration process (NRDAR).	<input type="checkbox"/> Request the NRDAR Liaison to coordinate the natural resource trustees to make a preliminary determination of the need for emergency restoration <input type="checkbox"/> Coordinate collection, analysis, and results (including photo documentation) of environmental media (soils, sediments, water, etc.) and dead or dying fish and wildlife with the natural resource trustees via the NRDA Liaison. Trustees may collect ephemeral data.	_____
	DOCUMENTATION	Ensure proper Documentation of the incident	<input type="checkbox"/> Establish a documentation unit to properly document response (at command post)	<input type="checkbox"/> Coordinate collection and documentation of evidence with USFWS, IL EPA, and IA DNR (as applicable) for respective fish and wildlife enforcement actions and potential NRDAR actions <input type="checkbox"/> Collect agency evidence for identified enforcement issues <input type="checkbox"/> Track expenses for cost recovery	_____
			<input type="checkbox"/> Data management for ICS	<input type="checkbox"/> Assign staff to create maps, track personnel, catalog resources, etc.	_____
	RESOURCES	Acquisition and delivery of resources such as equipment, materials etc.	<input type="checkbox"/> Develop a river traffic management plan	<input type="checkbox"/> Provide personnel with adequate safety equipment and initial and daily briefings <input type="checkbox"/> Provide clear guidance that each organization is responsible for safety protocol in first operational period	_____
			<input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____	_____

Objectives <i>Desired Outcome</i>			Recommended Strategies <i>General Plan and Direction</i>	Recommended Tactics or Tasks <i>How, Who, What, Where, When</i>	Status <i>Operational Period # 1</i>
LOGISTICS SECTION	INCIDENT COMMAND POST	Establish incident facilities including the command post, staging areas & other facilities as incident develops	<input type="checkbox"/> If HUMAN INJURY occurs- Immediately establish a Medical/EMS section in ICS	<input type="checkbox"/> Consider establishing medical/EMS if persons threatened w/exposure	_____
	COMMUNICATION	Provide and manage communications	<input type="checkbox"/> Implement and maintain communications with all incident command posts, emergency operations centers and responders	<input type="checkbox"/> Assign a communications coordinator (unit leader), make a phone list, etc. <input type="checkbox"/> Request additional communication resources if needed	_____
	PROCUREMENT	Ensure procurement of materials and supplies & administer accounts receivable and payable to contract and noncontract vendors	<input type="checkbox"/> Establish a Procurement unit and Ensure procurement of materials and supplies	<input type="checkbox"/> Ensure separate accounting of all contracts specifically related to the emergency incident and of all purchases within the enactment of the emergency incident management plan. <input type="checkbox"/> Obtain authorization to initiate and finalize purchases <input type="checkbox"/> Interpret and initiate contracts/agreements to minimize costs <input type="checkbox"/> Maintain log of all purchases related to the incident and initiate the Procurement Summary Report	_____
		<input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____	_____

Incident name:

ICS – 207 INCIDENT ORGANIZATION CHART UMR Pool 13

Initial Command Structure for the first operational period of an oil spill. [Click here to have a workable and printable version of the Organization Chart](#)



1. Incident name:	2. Operational Period # 1	ICS – 204 ASSIGNMENT LIST UMR Pool 13
	3. Section	
	4. Division/Group	
		Operations
		Law Enforcement

5. Agencies Involved in Law Enforcement Group

Agencies that might play a role in Law Enforcement Group:

- Counties & Emergency Management
- Local Fire, Police, Sheriff & Hazmat Teams
- US Fish and Wildlife Service (USFWS)
- US Coast Guard (USCG)

Agency General Roles and Responsibilities: Refer to the [Roles and Responsibilities](#) Table provided in this Incident Action Plan

6. Recommended Strategies and Tactics

- Establish river traffic control, river-traffic evacuation, no-boating area. USCG / Sheriff lead on River Traffic Mgmt.
- Secure scene immediately- Police / Sheriff lead on road and rail traffic control
- Collect photo evidence and document the scene
- Coordinate with USFWS law enforcement and state conservation officers and wardens to ensure collection and storage of evidence to enforce federal and state wildlife laws

7. Incident-Specific Assignments

8. Special Instructions for Division/Group

9. Operations Personnel						
Title	Name	Affiliation	Emergency Contact #	Contact # (s)		

Communications: Refer to the [Pool 13 Emergency Contact List](#) provided in this Incident Action Plan

10. Resource Summary (see UMR Spill Response Plan and Resource Manual for information on Spill Response and Cleanup Resources)						
ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments

11. Additional Information	

Prepared By: (Name/Title)	Date/Time:
Approved by: (Name/Title)	Date/Time:

1. Incident name:	2. Operational Period # 1		ICS – 204 ASSIGNMENT LIST UMR Pool 13
	3. Section	Operations	
	4. Division/Group	Containment	

5. Agencies Involved in Contain Release Group

Agencies that might play a role in Containment Group:

- Responsible Party/Facility/Industry/Contractors
- Counties & Emergency Management
- Local Fire, Police, Sheriff & Hazmat Teams
- Illinois Environmental Protection Agency (IL EPA)
- Illinois Department of Natural Resources (IL DNR)
- Iowa Department of Natural Resources (IA DNR)
- US Fish and Wildlife Service (USFWS)
- US Environmental Protection Agency (US EPA) Region 5/Region 7
- US Coast Guard (USCG)

Agency General Roles and Responsibilities: Refer to the [Roles and Responsibilities](#) Table provided in this Incident Action Plan

6. Recommended Strategies and Tactics

- Mobilize company responders, local spill COOP, first responders, county emergency government and hazmat teams, state and federal responders and their contractors
- Utilize company and locally stored equipment such as oil spill boom, sorbents, tanker trucks, vacuum units, oil collection equipment or pre-staged response equipment
- Mobilize local personnel and resources
- Activate Spill Response Contractors (if company response too slow or inadequate)
- Activate and implement oil boom collection and recovery plan
- Contain and stabilize oil-sources.
- Establish ignition source controls in hot zone
- Safely collect materials without creating nuisance conditions
- Deflect spilled material into Lock Chamber for collection. Utilize Lock and Dam Master and provide formal request from Federal OSC
- Utilize barges to divert or collect spilled material
- Evaluate the control of river level to facilitate spilled product collection and control (note: changing levels can cause larger smear zones)

7. Incident-Specific Assignments

8. Special Instructions for Division/Group

9. Operations Personnel						
Title	Name	Affiliation	Emergency Contact #	Contact # (s)		

Communications: Refer to the [Pool 13 Emergency Contact List](#) provided in this Incident Action Plan

10. Resource Summary (see UMR Spill Response Plan and Resource Manual for information on Spill Response and Cleanup Resources)						
ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments

11. Additional Information	

Prepared By: (Name/Title)	Date/Time:
Approved by: (Name/Title)	Date/Time:

1. Incident name:	2. Operational Period # 1		ICS – 204 ASSIGNMENT LIST UMR Pool 13
	3. Section	Operations	
	4. Division/Group	Recovery & Rehabilitation	

5. Agencies Involved in Contain Release Group
<p>Agencies that might play a role in Recovery and Rehabilitation Group:</p> <ul style="list-style-type: none"> Responsible Party/Facility/Industry/Contractors Illinois Environmental Protection Agency (IL EPA) Illinois Department of Natural Resources (IL DNR) Iowa Department of Natural Resources (IA DNR) US Fish and Wildlife Service (USFWS)
<p>Agency General Roles and Responsibilities: Refer to the Roles and Responsibilities Table provided in this Incident Action Plan</p>
6. Recommended Strategies and Tactics
<ul style="list-style-type: none"> Establish Operations Section Wildlife Branch to respond to oiled wildlife USFWS and/or state resource managers will implement the following Plans, as necessary: <ul style="list-style-type: none"> - "Wildlife Reconnaissance and Recovery Plan" to guide the finding and capture of oiled animals - "Wildlife Stabilization and Transport Plan" to provide initial veterinary care for recovered oiled wildlife and to transport animals to rehabilitation areas - "Wildlife Hazing Plan" if wildlife is attracted to oiled habitats USFWS and/or state resource managers will oversee wildlife rehabilitation according to the Wildlife Rehabilitation Plan USFWS and/or state resource managers will manage the wildlife morgue USFWS and/or state resource managers will salvage dead wildlife USFWS and/or state resource managers will report location of oil, high wildlife use areas, and protection needs for sensitive natural resources. USFWS and/or state resource managers will provide daily update of number of dead and oiled wildlife USFWS and/or state resource managers will order the necessary resources (supplies, equipment, and gear from the Logistics Section)
7. Incident-Specific Assignments
8. Special Instructions for Division/Group

9. Operations Personnel						
Title	Name	Affiliation	Emergency Contact #	Contact # (s)		

Communications: Refer to the [Pool 13 Emergency Contact List](#) provided in this Incident Action Plan

10. Resource Summary (see UMR Spill Response Plan and Resource Manual for information on Spill Response and Cleanup Resources)						
ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments

11. Additional Information	

Prepared By: (Name/Title)	Date/Time:
Approved by: (Name/Title)	Date/Time:

1. Incident name:	2. Operational Period # 1		ICS – 204 ASSIGNMENT LIST UMR Pool 13
	3. Section	Operations	
	4. Division/Group	Reconnaissance & Monitoring	

5. Agencies Involved in Contain Release Group

Agencies that might play a role in Reconnaissance and Monitoring Group:

- Responsible Party/Facility/Industry/Contractors
- Illinois Environmental Protection Agency (IL EPA)
- Illinois Department of Natural Resources (IL DNR)
- Iowa Department of Natural Resources (IA DNR)
- US Fish and Wildlife Service (USFWS)
- US Environmental Protection Agency (US EPA) Region 5/Region 7
- US Coast Guard (USCG)

Agency General Roles and Responsibilities: Refer to the [Roles and Responsibilities](#) Table provided in this Incident Action Plan

6. Recommended Strategies and Tactics

- Establish & deploy Reconnaissance Team(s)
- Reconnaissance by IC organization staff, (reminder need safety plan)
- Reconnaissance by compilation of information by others
- Joint reconnaissance with local authorities
- Air- flight reconnaissance and reporting
- Consider variety of resources for reconnaissance such as local, state, federal or private air recon, UASCE resources for reconnaissance, USACE Hydraulics personnel, NOAA, or private resources to provide spill trajectory's
- Wildlife Reconnaissance and Recovery Teams provide real time field situational updates on the location of oil and related environmental impacts to the Planning Section Environmental Unit to help direct Shoreline Cleanup Assessment Technique (SCAT)
- Conduct air monitoring and water sampling. Conduct perimeter air sampling, water sampling at scene and down river
- Conduct monitoring with the Planning Section's Environmental Unit and the NRDAR Liaison.
- Provide environmental monitoring data and information as part of regular IC briefings, which include the Environmental Unit and the NRDAR Liaison

7. Incident-Specific Assignments

8. Special Instructions for Division/Group

9. Operations Personnel						
Title	Name	Affiliation	Emergency Contact #	Contact # (s)		

Communications: Refer to the [Pool 13 Emergency Contact List](#) provided in this Incident Action Plan

10. Resource Summary (see UMR Spill Response Plan and Resource Manual for information on Spill Response and Cleanup Resources)						
ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments

11. Additional Information	

Prepared By: (Name/Title)	Date/Time:
Approved by: (Name/Title)	Date/Time:

Incident name:	Operational Period# 1			ICS – 205 INCIDENT COMMUNICATION PLAN UMR Pool 13
	From		To	

Position	Name	Phone	e-mail	Current Location
Incident Commander and Staff				
Incident Commander(s)				
Safety Officer				
Information Officer				
Liaison Officer				
Water Operations Section Chief				
Land-Source Section Chief				
Wildlife Branch Section Chief				
Logistics Section Chief				
Planning Section Chief				
Law Enforcement Section Chief				
Prepared By: (Name/Title)			Date/Time:	
Approved By: (Name/Title)			Date/Time:	

UMR POOL 13 EMERGENCY CONTACT LIST

NAME	ORGANIZATION	Emergency #	Office Phone	E-Mail	Other(Radio)
Local					
911					
Lieutenant Colin Fulrath	Jo Daviess County EM	911	815-777-2141	cfulrath@jodaviess.org	
Gregory Miller	Carroll County EM	911/815-631-8844	815-244-9171	gsvmmiller@frontiernet.net	
Jim Wetzell	Whiteside County EM	911	815-772-4044	esda@whiteside.org	
Chief Chris Roling	Bellevue Fire Department	911/ 563-542-8766	563-872-4949	savilfire@yahoo.com	
Chief Shawn Picolotti	Savanna Fire Department	911	815-273-2246	bfd@ivuenet.com	
Private					
Jim Cunningham	BNSF Railroad	612- 817-1587	913- 551-3990	James.Cunningham@bnsf.com	
Michael Woolridge	BNSF Railroad		763-782-3483	michael.woolridge@BNSF.com	
Chad Livingston	DM&E Railroad		563-441-5921	chad_livingston@cpr.ca	
State					
Illinois Duty Officer	IL D.O.	217-782-7860	217-782-7860		
Iowa Duty Officer	IA D.O.	515-281-8694	515-281-8694		
Dan Sallee	IL DNR		815-625-2968	Dan.Sallee@illinois.gov	
Ed Anderson	IL DNR		815-273-3184	ed.a.anderson2@illinois.gov	
Field Office 1 Manchester	IA DNR	563-927-2640	563-927-2640		
Field Office 6 Washington	IA DNR	319-653-2135	319-653-2135		
Michael Griffin	IA DNR		563-872-5700	michael.griffin@dnr.iowa.gov	
Mike Steuck	IA DNR	563-590-3808	563-872-4976	michael.steuck@dnr.iowa.gov	
Federal					
National Response Center	NRC	1-800-424-8802	1-800-424-8802		
US Department of the Interior	DOI	215-266-5155	215-266-5155		
US EPA Region 5	EPA	312-353-2318	312-353-2318		
US EPA Region 7	EPA	913-281-0991	913-281-0991		
Lock Master LD12	USACE	563-872-3314	563-872-3314		
Lock Master LD13	USACE	815-589-3313	815-589-3313		
Sector Upper Mississippi River	USCG	1-866-360-3386	314-704-9502		
USCG Marine Safety Office	USCG	1-866-360-3386	612-725-1871		
Ann Whelan	EPA	312-802-1405	312-886-7258	Whelan.Ann@epamail.epa.gov	
Steve Faryan	EPA	312-802-0507	312-353-9351	faryan.steven@epa.gov	
Randy Urlich	USACE		507-895-6341	randall.r.urlich@usace.army.mil	
Scott R Pettis MVR	USACE		309-794-5851	Scott.R.Pettis@usace.army.mil	
LTJG Christine Brown	USCG		309-782-0627	christine.s.brown@uscg.mil	
Darryn Witt	USFWS	815-541-4607	815-273-2732 x14	darryn_witt@fws.gov	
Ed Britton	USFWS	815-541-4598	815-273-2732 x11	Ed_Britton@fws.gov	
Mike Coffey	USFWS	563-508-4719	309-757-5800 x206	Michael_Coffey@fws.gov	
Russ Engelke	USFWS	815-541-1385	815-273-2732 x13	Russell_Engelke@fws.gov	

1. Incident name:	2. Operational Period# 1			ICS – 206 MEDICAL PLAN UMR Pool 13
	From		To	

3. First Aid Stations

Name	Location	EMT (On-Site)		Phone	Radio
		Yes	No		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		

4. Transportation (Ground and/or Ambulance Services)

Name	Location	EMT (On-Site)		Phone	Radio
		Yes	No		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		

5. Hospitals

Name	Location	Helipad		Burn Center		Phone	Radio
		Yes	No	Yes	No		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

6. Special Medical Emergency Procedures
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Prepared By: (Name/Title)	Date/Time:
Approved by: (Name/Title)	Date/Time:

1. Incident name:	2. Operational Period# 1			ICS – 223 HEALTH AND SAFETY MESSAGE UMR Pool 13
	From		To	

3. Potential Hazards

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4. General Safety Concerns

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5. Additional Information

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Prepared By: (Name/Title)	Date/Time:
Approved by: (Name/Title)	Date/Time:

1. Incident name:	2. Operational Period# 1				ICS – 214 UNIT ACTIVITY LOG UMR Pool 13
	From		To		
3. Unit name:	4. Unit Leader:				

5. Instructions for completing the form		
Field #	Field Title	Instructions
1.	Unit Name	For individuals: Enter tactical call (e.g. Checkpoint #, County EOC, etc.) or position name For teams: Enter the name of the organization unit or tactical call sign or resource designator
2.	Unit Leader	For individuals: Enter your name and call sign For teams: Enter the name, call sign and ICS position of the individual in charge of the unit
3.	Personnel Assigned	For individuals: Leave blank For teams: List the name, ICS position and home base/city of each member assigned to the unit during the operation period
4.	Activity Log	Time: Enter the local time 24-hour format Activity: Briefly describe each significant activity or event (e.g. task assignments, task completions, injuries, difficulties encountered, etc.).

6. Personnel Assigned		
NAME	ICS POSITION	HOME BASE/ CITY

7. Activity Log	
TIME	MAJOR EVENTS

Prepared By: (Name/Title)	Date/Time:
Approved by: (Name/Title)	Date/Time: