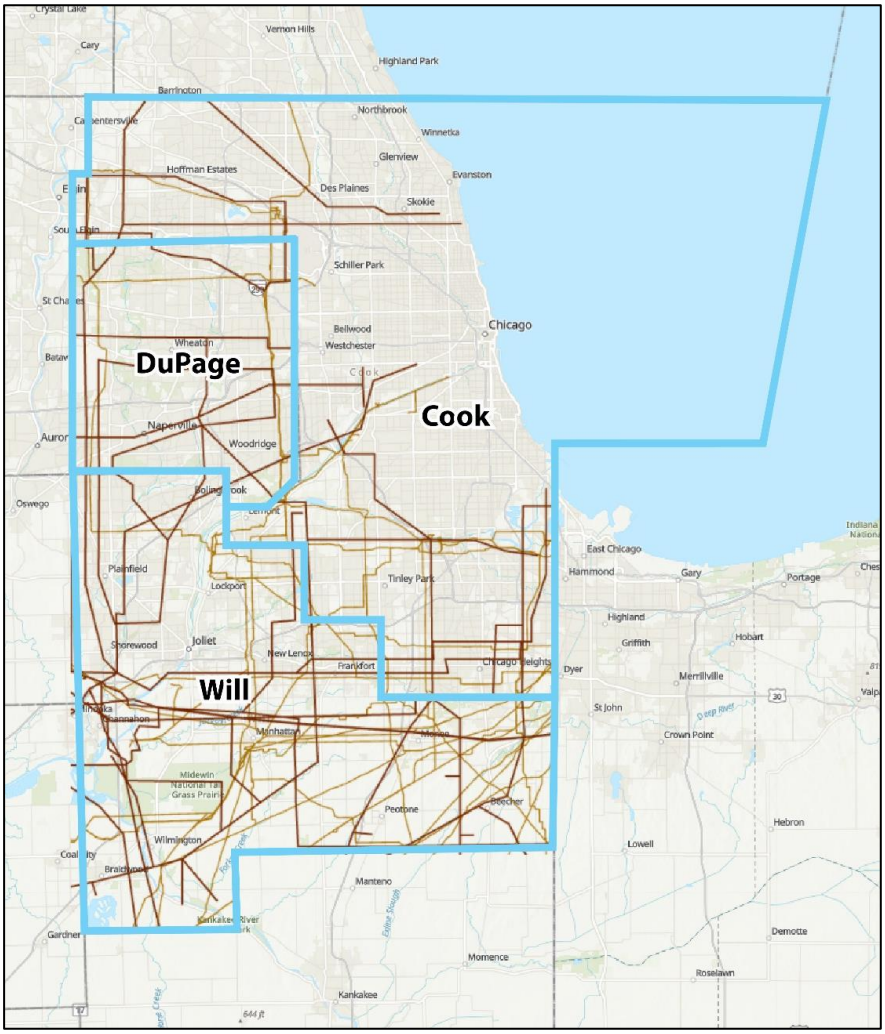
PIPELINE INCIDENT RESPONSE

DuPage/Cook/Will County

INCIDENT ACTION PLAN (IAP)

Date/Version: 2021/Version 1



This Initial Incident Action Plan (IAP) is developed to aid in initiating a timely and effective response to a pipeline release. It is intended to be used during the initial Operational Periods of a 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 (Fire Chief, County EMA, etc.)	
		First Responding State Official	
		US EPA On-Scene Coordinator (OSC)	
		Responsible Party Lead--Representative	
		Law Enforcement	

ORG	Name		Date/Time
Villa Park Fire Department Station 81			
Oak Brook Fire Department Station 94			
Oak Brook Fire Department Station 93			
York Center Fire Protection District Station 77			
Oakbrook Terrace Fire Protection District			
Westmont Fire Department Station 2			
Clarendon Hills Fire Department			
Hinsdale Fire Department			
Westmont Fire Department Headquarters Station			
Tri - State Fire Protection District Station 2 Headquarters			
Argonne Fire Department			
Tri - State Fire Protection District Station 3			
Tri - State Fire Protection District Station 1			
Palos Fire Protection District Station 1			
North Palos Fire Protection District Station 1			
North Palos Fire Protection District Station 3			
Palos Heights Fire Protection District Station 1			
Palos Heights Fire Protection District Station 2			
Chicago Ridge Fire Department Station 1			
Alsip Fire Department Station 2			
Cook County LEPC			
Cook County EMA			
DuPage County LEPC			
DuPage County EMA			
Will County LEPC			
Will County EMA			

Contents

LETTER OF PROMULGATION

Pipeline Incident Response Incident Action Plan (IAP)

1. **Purpose.** This Pipeline Incident Response IAP provides a template with geographic information, response organization, and detailed plans for the containment, cleanup and disposal of oil from a liquid or gas pipeline release.

2. **Discussion.** This plan includes information on general authorities; local, state, and federal response policy; assignment of responsibility for cleanup; multi-agency response organization; unified command including operations, planning, logistics, and finance/administration sections; agency contact lists; response strategies; site safety; and gas/oil release response.

3. **Action.** All relevant local/state/federal agencies, commercial spill response contractors, environmental stakeholders and responsible parties are encouraged to be guided by this plan during pollution response efforts, regardless of size or scope.

ORG	NAME	DATE/TIME
DuPage OHSEM	Murray Snow, DuPage Co OHSEM	
Cook County DEMRS	William Barnes, Cook Co DEMRS	
Will County EMA	Harold Damron, Will Co EMA	
DuPage/Cook/Will Co LEPCs?		
Local Fire Chief 1		
Local Fire Chief 2		
Local Fire Chief 3		
Local Fire Chief 4		
Local Fire Chief 5		
Local Fire Chief 6		

Pipeline Incident Response

INITIAL INCIDENT ACTION PLAN

EXECUTIVE SUMMARY

In order to best prepare for a pipeline release originating from pipelines in DuPage/Cook/Will Counties, an interagency team comprised of representatives from the Mutual Aid Box Alarm System (MABAS) Division 10 identified the need for a specialized planning document that would: 1) describe the roles that those agencies and others would likely play in a pipeline 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 to make effective and efficient use of their personnel, supplies, and time.

To that end, this Pipeline Incident Response Incident Action Plan (IAP) document was created. The plan has identified forms likely to be used in a response within DuPage/Cook/Will Counties and includes potential incident objectives and a detailed emergency contact list. The plan provides an organized approach to identifying and communicating the overall strategic priorities and incident objectives in the context of both operational and support activities.

The IAP is intended to help launch response organization using the Incident Command System (ICS). ICS is an operational system defined under the National Incident Management System (NIMS). NIMS is a structure for management of incidents and is a collection of principles and methods that can be utilized by local, state, federal emergency managers as well as industry. NIMS applies to all incidents, from traffic accidents to major disasters. The jurisdictions and organizations involved in managing incidents vary in their authorities, management structures, communication capabilities and protocols, and many other factors. NIMS provides a common framework to integrate these diverse capabilities and achieve common goals.

During an incident, the ICS emphasizes orderly and systematic planning and this document is intended to be the central tool for planning during the initial operational periods of a response at the discretion of the Incident Commander (IC) or Unified Command (UC). 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 plans. The level of detail required in an IAP will vary according to the size and complexity of the response. After the initial Operational Period of an incident, it is expected that this IAP will be succeeded by a response specific IAP as needed.

The IAP has been developed to be consistent with, and support, existing plans and procedures including local response plans, state response plans, the EPA Region 5 Regional Contingency Plan/Area Contingency Plan (RCP/ACP), and applicable pipeline industry response plans.

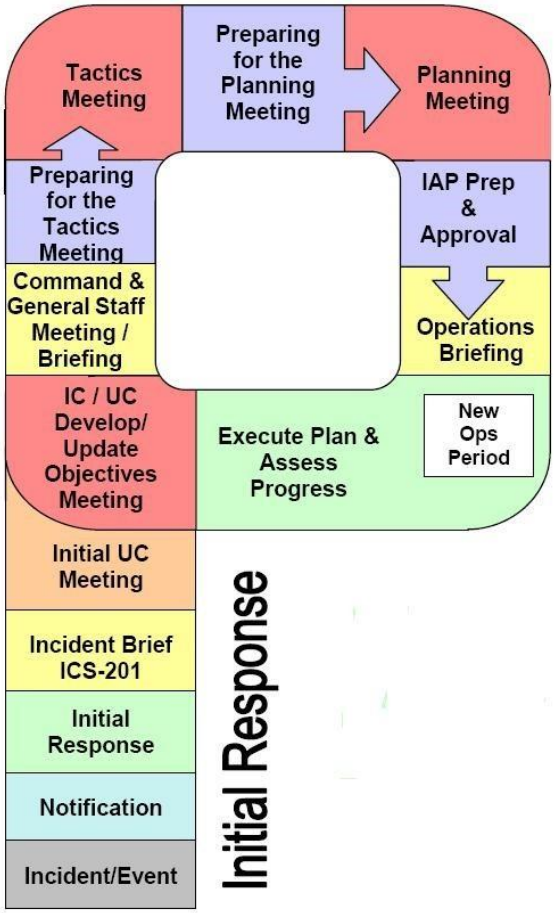
BACKGROUND INCIDENT ACTION PLANNING "P"

Incident Action Planning Process

In the Incident Command System, considerable emphasis is placed on developing effective IAPs. A planning process has been developed as a part of ICS to guide standardized development and implementation of a response organization and its operations. 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. The determination of the need for written IAPs and attachments/forms is based on the requirements of the incident, and the judgment of the IC or UC. The Planning Section Chief (PSC) prepares the IAP with input from the appropriate sections and units of the IMT. 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 initial Operational Period(s) of a pipeline incident in DuPage/Cook/Will Counties.

The Planning Cycle and Daily flow of events:



General Spill Roles and Responsibilities

Agencies	General Roles and Responsibilities
Responsible Party/Facility/Industry	The responsible party (RP) should apply the resources called for in its response plan to effectively and immediately remove, minimize, or mitigate threat(s) to public health and welfare and the environment; and ensure the removal efforts are in accordance with applicable regulations, including the NCP. - The first response action of the RP is making notification of an incident to appropriate other responders. - The RP conducts whatever response actions are necessary and for which their personnel are trained and equipped. As the priorities of an incident evolve, they often include off-site and environmental concerns. The RP must play a central role in responding to these concerns, in coordination with and under the oversight of local, state and/or federal agencies. This occurs through the RPs participation in the ICS. - 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 and Restoration (NRDAR) 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 (OSHA) or Department of Transportation (DOT), Pipeline & Hazardous Materials Safety Administration (PHMSA). - If the RP does not respond properly, the On-Scene Coordinator (OSC) shall take appropriate response actions and should notify the RP of the potential liability for federal response costs incurred by the OSC pursuant to OPA and CWA and/or CERCLA.
Local Fire, Police, Sheriff, Hazmat Teams, and Health Departments	Local units of government typically have the primary role in protecting the public's safety and property from a spill through police, fire, and local health department response. - During the initial stages of an incident, when life and safety issues are paramount, local officials (e.g., Fire/Police/local emergency management) will be "in charge" of the response to an incident until such time that they decide to enter a UC. - These local agencies will not perform cleanup work but rather will stabilize public safety threats during incidents and then transition incidents over to responsible parties or a UC representing state, federal/tribal agencies and the RP for cleanup. - As appropriate, these local agencies will continue to participate as members of the UC until the response is complete.

Local Emergency Planning Committees (LEPCs)	Under the Emergency Planning and Community Right-to-Know Act (EPCRA), Local Emergency Planning Committees (LEPCs) develop emergency response plans and provide information about chemicals in the community to citizens. Plans are developed by LEPCs with stakeholder participation. LEPC membership must include (at a minimum): • Elected state and local officials • Police, fire, civil defense, and public health professionals • Environment, transportation, and hospital officials • Facility representatives • Representatives from community groups and the media
County and State Emergency Management	During the response and recovery stages of an event, the County Emergency Management Agency (EMA) Directors will usually be UC participants and will coordinate and connect local resources with RP, state, and federal resources. County EMAs also coordinate with the state's disaster mitigation, preparedness, response and recovery programs and activities, including the State Emergency Response Commission, which maintains a 24-hour Communication Center and State Emergency Operations Center (SEOC). The SEOC acts as an overall state government 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. The SEOC assists local governments with multi-hazard emergency operations plans and maintains the Emergency Operations Plan. The SEOC acts in support of the IC or UC at the incident.
Illinois Environmental Protection Agency (IEPA)	The Illinois Environmental Protection Agency (IEPA) is responsible for stabilizing, minimizing, or eliminating the environmental consequences to the land, air or waters of the State. The Office of Emergency Response (OER) at IEPA coordinates IEPA response to environmental emergencies and helps to ensure that any environmental contamination is cleaned up. OER provides many services to other Agencies and the public in the form of monitoring or testing of air, water, soil, or containers and providing advice about: - Containment of hazardous materials, - Restoration of the environment, including cleanup objectives, and - Disposal or treatment of hazardous materials. IEPA can also: - Conduct oversight to assure completeness of cleanup actions taken by RPs, - Document violations for possible legal action, and - Provide equipment and assistance for inspection and disinfection of boats and equipment prior to use to prevent the spread of aquatic nuisance species.
Illinois Department of Natural Resources (Illinois DNR)	The Illinois Department of Natural Resources (Illinois DNR) acts to protect Illinois natural and recreational resources. Illinois DNR officers and employees are tasked in assessing damages, restoration of natural resources, and providing law enforcement functions during a spill. Data acquired by Illinois DNR could 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 RP to implement the most appropriate restoration actions.

Illinois Department of Public Health (IDPH)	Illinois Department of Public Health (IDPH) will support local health departments and UC to provide expertise /support to UC on identification of risks and assessment of risk to the public posed by spilled oil or hazardous substances. This includes: - Help to determine what levels of contaminants are harmful, - Determine which methods are appropriate to measure contaminants, - Communicate risk to the public, and - Help make determinations relating to when public health risk has been effectively mitigated.
US Fish & Wildlife Service (USFWS)	The USFWS is responsible for management of more than 124,000 acres of lands and waters within Illinois, migratory birds, federally-listed threatened and endangered species, inter-jurisdictional fishes, and their habitat. The Refuge District Manager, Assistant District Manager, or Law Enforcement Officer is the initial Refuge point of contact for any spill response. During a response occurring on USFWS lands, USFWS may be involved in the decision-making processes by serving the UC as an Assisting Agency. - USFWS may provide services through the Incident Command System, as requested by the IC/UC, within the Wildlife Branch (Operations), Environmental Unit (Planning). - USFWS may also provide responders with information about wildlife and fishery resources within DuPage/Cook/Will Counties, recommendations for preventing/minimizing spill impacts to Refuge resources, assistance to identify response staging and access areas within the Refuge, and participation in Shoreline Cleanup and Assessment Technique (SCAT) teams. - USFWS will also fulfill endangered species consultation responsibilities or assist obtaining other required federal wildlife permits, as necessary. - USFWS may also assist operations supporting or overseeing reconnaissance, transport, recovery, salvage, deterrent, and rehabilitation of wildlife. - The USFWS may also provide assistance in overseeing disinfection of boats and equipment prior to use to prevent the spread of aquatic nuisance species. - The USFWS has law enforcement officers that may assist in evidence collection and public safety. - The USFWS will also restore fish and wildlife resources impacted by spills through the Department of the Interior's Natural Resource Damage Assessment (NRDA) trustee authorities. NRDA actions are completed in coordination with, but separately from, response assistance actions and may include data and sample collection during the spill.

US Department of Agriculture, Animal Plant Health Inspection Service (APHIS), Wildlife Services (WS)	USDA APHIS WS has no intrinsic authorities of its own that directly apply to wildlife issues in a chemical or oil spill event. It does however, because of its other wildlife expertise, have extensive operational and technical capabilities to assist with proper humane capture, handling, hazing, transport, and other issues that typically arise in oil spill situations. The Agency implements sound and integrated surveillance, deterrence and capture techniques and transport as part of regular day to day work activities. In addition, USDA WS is an emergency response agency that operates under the National Response Framework (NRF) and participates in emergency response in all regions of the United States working closely with other federal, state, tribal and local governments, along with the private sector to aid and coordination during all-hazards emergencies, including oil spills. The Agency has the capability to respond to an incident under the Surveillance and Emergency Response System (SERS). SERS, an essential component of the USDA Wildlife Services National Wildlife Disease Program, serves as the primary emergency response contact point within APHIS WS. Incident Response Teams (IRT) are made up of wildlife biologists and specialists that act as first responders. Team members have current medical clearances for personal protective equipment, HAZWOPER training and other specialized training, extensive Incident Command System training and have been deployed to oil spill and other emergency response incidents.
US Environmental Protection Agency (US EPA) Region 5	US Environmental Protection Agency (EPA) Region 5 has the lead federal jurisdiction for response to oil and hazardous materials incidents throughout the inland zone and provides the On-Scene Coordinator (OSC). The OSC is the lead federal official for spill response. The OSC is engaged in directing the work of the RP pursuant to EPA's CERCLA or OPA authority and is responsible for coordination of all the agencies by ensuring that an ICS is established. The OSC is the point of contact for the coordination of federal efforts with those of the local response community. The OSC will initially operate work in support of local IC until the response has progressed to a point where federal lead is required or a UC is established. The OSC shall, to the extent practicable: - Collect pertinent facts about the discharge or release, such as its source and cause; - Identify PRPSs; determine 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; - Evaluate pathways to human and environmental exposure and the potential impact on human health, welfare, and safety and the environment; - Determine whether the discharge or release poses a substantial threat to the public health or welfare; - Establish the potential impact on natural resources and property which may be affected and priorities for protecting human health and welfare and the environment; and - Complete and appropriate cost documentation. The OSC shall ensure that the Natural Resource Trustees are promptly notified of discharges or releases and shall coordinate all response actions with the trustees. The OSC 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.

Agency for Toxic Substances and Disease Registry (ATSDR)	ATSDR protects communities from harmful health effects related to exposure to natural and man-made hazardous substances. They do this by responding to environmental health emergencies; investigating emerging environmental health threats; conducting research on the health impacts of hazardous waste sites; and building capabilities of and providing actionable guidance to state and local health partners.
Pipeline and Hazardous Materials Safety Administration (PHMSA)	Pipeline and Hazardous Materials Safety Administration (PHMSA) is responsible for regulating and ensuring the safe and secure movement of hazardous materials to industry and consumers by all modes of transportation, including pipelines. To minimize threats to life, property or the environment due to hazardous materials related incidents, PHMSA's Office of Hazardous Materials Safety develops regulations and standards for the classifying, handling and packaging of over 1 million daily shipments of hazardous materials within the United States. The Office of Pipeline Safety ensures safety in the design, construction, operation, maintenance, and spill response planning of America's 2.6 million miles of natural gas and hazardous liquid transportation pipelines.
US Army Corps of Engineers (US ACE)	US Army Corps of Engineers (US ACE) staff are not trained or permitted to take part in spill response activity. Locks and dams may be accessed for use by responders, pending Lockmaster approval.
US Coast Guard (USCG) Marine Safety Unit (MSU) Chicago	The USCG MSU Chicago may provide support to the UC if requested by the EPA OSC. Examples of such support include acting as first federal official on-scene until arrival of the pre-designated EPA OSC, monitoring of response contractor work at the request of the EPA OSC, and air operational support. The USCG has jurisdiction and provides the FOSC for oil discharges and hazardous substance releases when an incident is federalized and the source is either a commercial vessel; a commercial vessel transfer operation; or the incident is within or originating from the USCG regulated portion of a facility.

Incident Name:	2. Operational Period to be covered by IAP (Date/Time)	IAP COVER SHEET
_____	From: _____ To: _____	**Pipeline Incident Response**

INITIAL INCIDENT ACTION PLAN

The items below are included in this Incident Action Plan

- *ICS-201* Incident Briefing (provides basic information regarding the incident situation and resources allocated to incident)
- *ICS 202* Response Objectives (Select from list as appropriate)
- *ICS 203* Organizational Assessment List (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 208* Safety Message/Plan (Safety Plan, Location of Plan, Safety Plan Approval)
- *ICS 214* Unit Activity Log (Details of unit activity, including team activity or individual activity)
- *ICS 230* Daily Meeting Schedule (Details of meeting purposes, attendees, and locations)

Other Attachments

The following attachments are not included in the IAP template. Please check and include any additional forms or attachments to be added to this IAP.

☐ ICS 232 Resources at Risk Summary
(Sensitive areas list of priorities. Refer to Inland Sensitivity Atlas Maps & Figures. Add tables or maps, as necessary)

☒ Maps / Charts
(Select and add maps, as necessary)

☐ Weather Forecasts / River flow – currents – conditions

☐ Insert Additional Attachment - Delete if not needed

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:** _____

IAP Template Form Repository

The following ICS Form hyperlinks lead to FEMA provided fillable IAP templates. Please check and include any additional forms to be added to this IAP.

- ☐ ICS Form 201, Incident Briefing
- ☐ ICS Form 202, Incident Objectives
- ☐ ICS Form 203, Organization Assignment List
- ☐ ICS Form 204, Assignment List
- ☐ ICS Form 205, Incident Radio Communications Plan
- ☐ ICS Form 205A, Communications List
- ☐ ICS Form 206, Medical Plan
- ☐ ICS Form 207, Incident Organization Chart
- ☐ ICS Form 208, Safety Message-Plan
- ☐ ICS Form 208HM, Site Safety and Control Plan
- ☐ ICS Form 209, Incident Status Summary
- ☐ ICS Form 210, Resource Status Change
- ☐ ICS Form 211, Incident Check-In List
- ☐ ICS Form 213, General Message
- ☐ ICS Form 213RR, Resource Request Message
- ☐ ICS Form 214, Activity Log
- ☐ ICS Form 215, Operational Planning Worksheet
- ☐ ICS Form 215A, Incident Action Plan Safety Analysis
- ☐ ICS Form 217A, Comm Resource Availability Worksheet
- ☐ ICS Form 218, Support Vehicle-Equipment Inventory
- ☐ ICS Form 219-1, T-Card (Gray)
- ☐ ICS Form 219-10, T-Card (Purple)
- ☐ ICS Form 219-2, T-Card (Green)
- ☐ ICS Form 219-3, T-Card (Rose)
- ☐ ICS Form 219-4, T-Card (Blue)
- ☐ ICS Form 219-5, T-Card (White)
- ☐ ICS Form 219-6, T-Card (Orange)
- ☐ ICS Form 219-7, T-Card (Yellow)
- ☐ ICS Form 219-8, T-Card (Tan)
- ☐ ICS Form 220, Air Operations Summary
- ☐ ICS Form 221, Demobilization Check-Out
- ☐ ICS Form 225, Incident Personnel Performance Rating

1. Incident Name:	2. Operational Period: (Date / Time)	ICS 201 INCIDENT BRIEFING Pipeline Incident
	From: To:	

3. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, over-flight results, trajectories, impacted shorelines, or other graphics depicting situational and response status):

4. Current Situation:

INCIDENT BRIEFING **ICS 201- (Page 11 of 4)** *(Rev 02/10)*

5. Initial Response Objectives, Current Actions, Planned Actions

RESPONSE OBJECTIVES:

SAFETY MESSAGE:

CURRENT ACTIONS, STRATEGIES, and TACTICS:

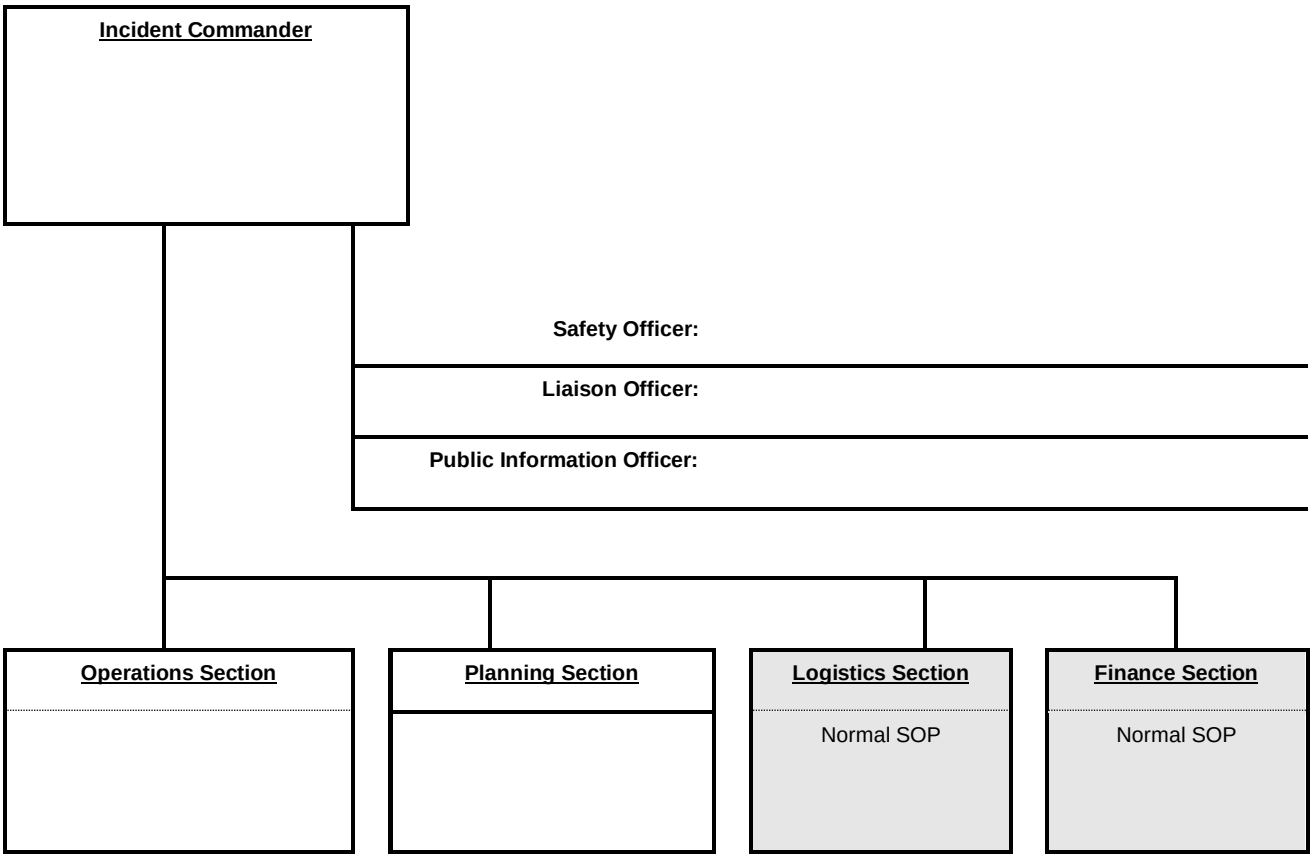
INCIDENT BRIEFING **ICS 201- (Page 2 of 4)** *(Rev 02/10)*

PLANNED ACTIONS:

TIME	ACTIONS:

INCIDENT BRIEFING **ICS 201- (Page 3 of 4)** *(Rev 02/10)*

6. Current Organization (fill in additional appropriate organization):



7. Resources Summary:

Resource Ordered	Description/Identification	Date/Time Ordered	ETA	On Scene	Location/Assignment/Status

Prepared By:		**(Date / Time)**
Name/Position:	Signature:	

INCIDENT BRIEFING **ICS 201- (Page 4 of 4)** *(Rev 02/10)*

Incident Name:	**ICS – 202 INCIDENT OBJECTIVES**
_____	**Pipeline Incident Response**

Objectives
1. Ensure the health and safety of the public and response personnel and resources downstream/downwind (e.g. water intakes, air quality).
2. Secure the incident scene, restrict roadway/rail/river traffic as necessary and secure all evidence.
3. Conduct all the appropriate notifications, including notifications to downstream communities.
4. Establish Incident Command /Unified Command (IC/UC) and establish an Incident Command Post (ICP).
5. Provide and manage necessary communications for all response personnel.
6. Inform and update the affected public, governmental officials and news media on the status and progress of response actions.
7. Conduct response operations to control/stop the source of the spill, contain, recover or exclude released material and minimize response related environmental impacts.
8. Evaluate resources-at-risk and protect downstream sensitive resources and minimize response related environmental impacts.
9. Coordinate response actions and resource information with natural resource trustees and the Natural Resource Damage Assessment and Restoration (NRDAR) process.
10. Implement wildlife deterrence, reconnaissance, recovery, rehabilitation, and release procedures.
11. Additional Objectives - Delete if not necessary
12. Additional Objectives - Delete if not necessary
13. Additional Objectives - Delete if not necessary
14. Additional Objectives - Delete if not necessary
15. Additional Objectives - Delete if not necessary

Incident Name: _____	Operational Period # X: _____	ICS – 203 ORGANIZATIONAL ASSIGNMENT LIST Pipeline Incident Response

3. Incident Commander(s) and Command Staff:	
IC/UCs	
Deputy	
Safety Officer	
Public Info. Officer	
Liaison Officer	

4. Agency/Organization Representatives:	
Agency/Organization	Name

5. Planning Section:	
Chief	
Deputy	
Resources Unit	
Situation Unit	
Documentation Unit	
Demobilization Unit	
Technical Specialists	

6. Logistics Section:	
Chief	
Deputy	
Support Branch	
Director	
Supply Unit	
Facilities Unit	
Ground Support Unit	
Service Branch	
Director	
Communications Unit	
Medical Unit	
Food Unit	

7. Operations Section:		
Chief		
Deputy		
Staging Area		
Branch		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
Branch		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
Branch		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
Air Operations Branch		
Air Ops Branch Dir.		

8. Finance/Administration Section:	
Chief	
Deputy	
Time Unit	
Procurement Unit	
Comp/Claims Unit	
Cost Unit	

9. Prepared by: Name:_____ Position/Title:_____ Signature: _____

ICS 203	IAP Page _____	Date/Time: _____

Incident Name:

_____

ABBREVIATED ICS – 234 WORK ANALYSIS MATRICES
Pipeline Incident Response

UNIFIED COMMAND

Recommended Strategies, Tactics or Tasks

UNIFIED COMMAND:

☐ Establish Unified Command.
☐ Establish incident objectives and priorities.
☐ Establish a response organization.
☐ Determine Responsible Parties (RP).

SAFETY:

☐ Develop a Health and Safety Plan
☐ Prevent or stop unsafe work conditions.
☐ Identify hazardous conditions associated with the incident.
☐ Develop a safety message

PUBLIC AFFAIRS:

☐ Gather incident data and information for media briefings.
☐ Coordinate with County and State emergency managers and local Sheriff; provide emergency communications to impacted public.

LIAISON:

☐ Establish interagency contacts.
☐ Ensure response agencies are supporting the incident.
☐ Ensure notifications to NRC, downstream states, municipalities, drinking water intakes, and economically sensitive businesses

OPERATION SECTION

Recommended Strategies, Tactics or Tasks

OPERATIONS:

☐ Contain and stabilize spill sources.
☐ Establish perimeter and hot zone.
☐ Develop initial work assignments.
☐ Develop a spill recovery plan.
☐ Mobilize company responders, local spill CO-OP, first responders, county emergency government and hazmat teams, state and federal responders and their contractors.
☐ Respond to oiled wildlife, if applicable. Seek assistance from US Fish and Wildlife Service.

RIVER OPERATIONS (IF APPLICABLE):

☐ Establish river traffic control, river-traffic evacuation, no-boating area.
☐ Determine if it is safe for response personnel to be in boats on river.
☐ Establish shore land perimeter control areas.
☐ Notify and evacuate, if necessary, house boats and boat house owners and occupants.

PLANNING SECTION

Recommended Strategies, Tactics or Tasks

PLANNING:

☐ Establish planning cycle.
☐ Collect, process, and display situation information about the incident.
☐ Develop a monitoring plan for water quality.
☐ Identify sensitive resources. See Inland Sensitivity Maps.
☐ Conduct spill trajectory and time of travel to predict downstream impacts.
☐ Establish data management plan.
☐ Identify spill response resources for next Operational Period.

LOGISTICS SECTION

Recommended Strategies, Tactics or Tasks

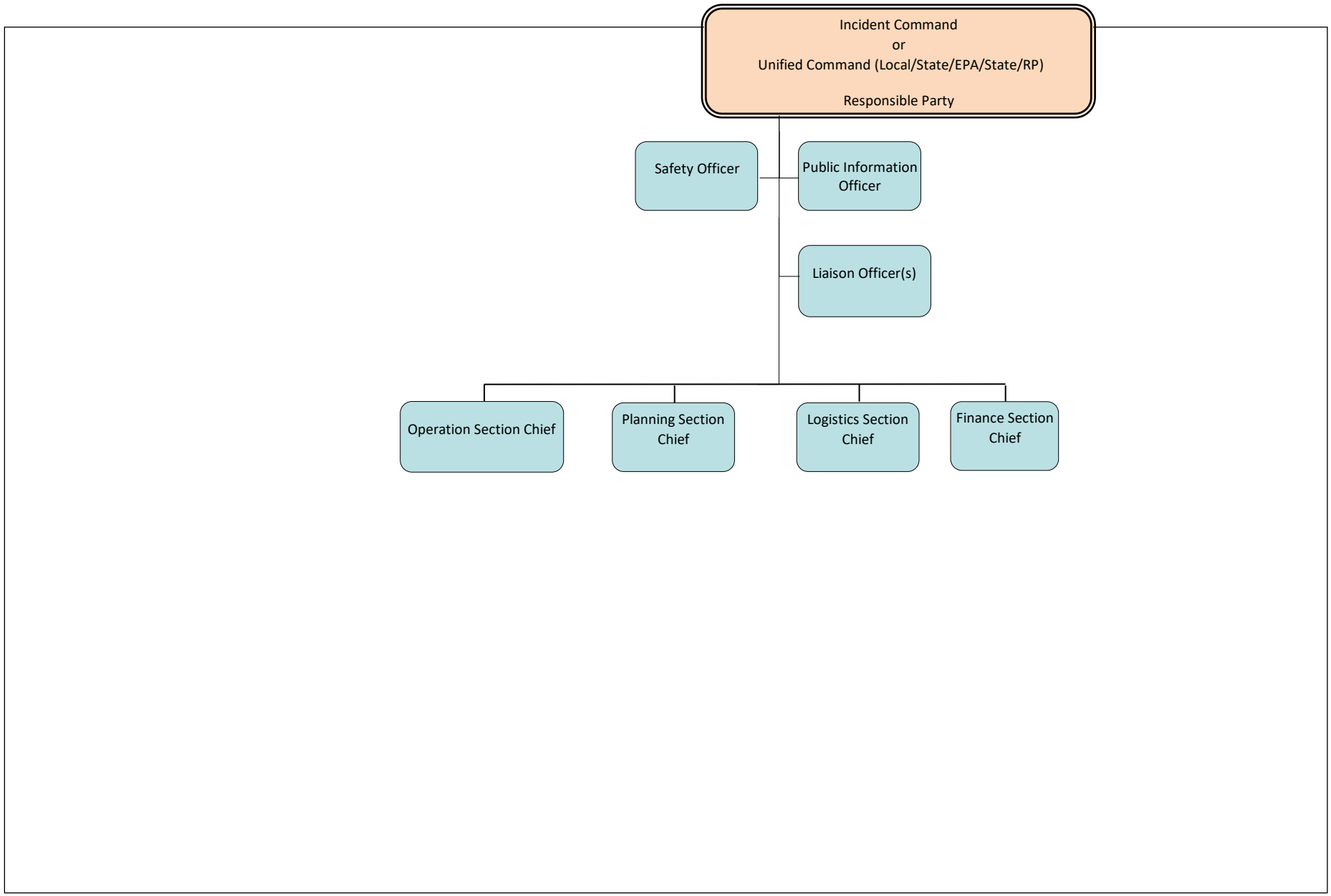
LOGISTICS/COMMUNICATIONS:

☐ Establish an Incident Command Post for briefings.
☐ Establish communications protocol for the incident.
☐ Acquire additional communication resources if needed.

LOGISTICS/PROCUREMENT:

☐ Ensure procurement of materials and supplies.
☐ Obtain authorization to initiate and finalize purchases
☐ Interpret and initiate contracts/agreements.
☐ Maintain log of all purchases related to the incident.

Incident Name: _____	**ICS – 207 INCIDENT ORGANIZATION CHARTS** **Pipeline Incident Response**
Incident Command Structure for the initial operational period.	



1. Incident Name: _____	2. Operational Period # X: _____	ICS – 204 ASSIGNMENT LIST Pipeline Incident Response
	3. Section: Operations	
	4. Division/Group: Law Enforcement	

5. Agencies Involved in Law Enforcement Group

Agencies that might play a role in Law Enforcement Group:

- Local Fire, Police, Rehab, EMS, Sheriff and Hazmat Teams
- County EMAs, LEPCs
- US Fish and Wildlife Service (USFWS)
- State Department of Natural Resources
- State Environmental Agency
- US Coast Guard (USCG)

Agency General Roles and Responsibilities: Refer to the Roles and Responsibilities Table provided in this IAP

6. Recommended Strategies and Tactics

- Establish road and/or river traffic control, road and/or river-traffic evacuation, no-boating area Sheriff lead on Road and/or River Traffic management.
- 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

Insert Specific Assignments

8. Special Instructions for Division/Group

Insert special instructions

9. Operations Personnel (Add rows as necessary)

Title	Name	Affiliation	Emergency Contact #	Contact #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Communications: Refer to the Emergency Contact List provided in this Incident Action Plan

10. Resource Summary (Add rows as necessary)

ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

11. Additional Information

Insert additional infomation if necessary

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

1. Incident Name: _____	2. Operational Period # X: _____	ICS – 204 ASSIGNMENT LIST Pipeline Incident Response
	3. Section: Operations	
	4. Division/Group: Containment & Recovery	

5. Agencies Involved in Contain Release Group

Agencies that might play a role in Containment Group:

- Local Fire, Police, EMS, Sheriff and Hazmat Teams
- Responsible Party/Facility/Industry/Contractors
- County EMAs, LEPCs
- State Department of Natural Resources
- State Environmental Agency
- US Environmental Protection Agency (US EPA) Region 5

Agency General Roles and Responsibilities: Refer to the Roles and Responsibilities Table provided in this IAP

6. Recommended Strategies and Tactics

- Mobilize company responders, local spill Co-op, 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.
- 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

Insert Specific Assignments

8. Special Instructions for Division/Group

Insert special instructions

9. Operations Personnel (Add rows as necessary)

Title	Name	Affiliation	Emergency Contact #	Contact #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Communications: Refer to the Emergency Contact List provided in this Incident Action Plan

10. Resource Summary (Add rows as necessary)

ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

11. Additional Information

Insert additional information if necessary

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

1. Incident Name: _____	2. Operational Period # X: _____	ICS – 204 ASSIGNMENT LIST Pipeline Incident Response
	3. Section: Operations	
	4. Division/Group: Wildlife Branch	

5. Agencies Involved in Wildlife Recovery & Rehabilitation Group

Agencies that might play a role in the Wildlife Branch:

- Local Fire, Police, EMS, Sheriff and Hazmat Teams
- Responsible Party/Facility/Industry/Contractors
- State Department of Natural Resources
- State Environmental Agency
- USDA APHIS Wildlife Services (USDA WS)
- US Fish and Wildlife Service (USFWS)

Agency General Roles and Responsibilities: Refer to the Roles and Responsibilities Table provided in this IAP

6. Recommended Strategies and Tactics

- Establish a Wildlife Branch to respond to threats and reports of oiled wildlife
  - Request assistance from USFWS, Illinois DNR, and/or USDA-WS
  - Conduct wildlife reconnaissance
- Prepare to deter wildlife away from the incident
- Prepare to recover and rehabilitate oiled wildlife
  - Determine the potential need for professional and volunteer rehabilitation

Wildlife Branch 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
- "Wildlife Hazing Plan"
- "Wildlife Rehabilitation Plan"

7. Incident-Specific Assignments

Insert specific assignments

8. Special Instructions for Division/Group

Insert special instructions

9. Operations Personnel (Add more rows as necessary)

Title	Name	Affiliation	Emergency Contact #	Contact #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Communications: Refer to the Emergency Contact List provided in this Incident Action Plan

10. Resource Summary (Add more rows as necessary)

ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

11. Additional Information

Insert additional information if necessary

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

1. Incident Name: _____	2. Operational Period # X: _____	ICS – 204 ASSIGNMENT LIST Pipeline Incident Response
	3. Section: Operations	
	4. Division/Group: Reconnaissance & Monitoring	

5. Agencies Involved in Reconnaissance and Monitoring Group

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

- Local Fire, Police, EMS, Sheriff and Hazmat Teams
- Responsible Party/Facility/Industry/Contractors
- State Department of Natural Resources
- State Environmental Agency
- US Fish and Wildlife Service (USFWS)
- US Environmental Protection Agency (US EPA) Region 5
- US Coast Guard (USCG)

Agency General Roles and Responsibilities: Refer to the Roles and Responsibilities Table provided in this IAP

6. Recommended Strategies and Tactics

- Establish and deploy Reconnaissance Team(s)
- Reconnaissance by IC/UC 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,
- 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

Insert specific assignments

8. Special Instructions for Division/Group

Insert special instructions

9. Operations Personnel (Add more rows as necessary)

Title	Name	Affiliation	Emergency Contact #	Contact #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Communications: Refer to the Emergency Contact List provided in this Incident Action Plan

10. Resource Summary (Add more rows as necessary)

ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

11. Additional Information

Insert additional information if necessary

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

1. Incident Name: _____	2. Operational Period # X: _____	ICS – 204 ASSIGNMENT LIST Pipeline Incident Response
	3. Section: Planning	
	4. Division/Group: Environmental Unit	

5. Agencies Involved in Environmental Unit

Agencies that might play a role in Planning Section Environmental Unit:

- Local Fire, Police, EMS, Sheriff and Hazmat Teams
- Responsible Party/Facility/Industry/Contractors
- State Department of Natural Resources
- State Environmental Agency
- US Fish and Wildlife Service (USFWS)
- US Environmental Protection Agency (US EPA) Region 5
- US Coast Guard (USCG)
- National Oceanic and Atmospheric Administration (NOAA)

Agency General Roles and Responsibilities: Refer to the Roles and Responsibilities Table provided in this IAP

6. Recommended Strategies and Tactics

- Coordinate with public health agencies as well as site safety officers to identify potential public health impacts and to develop sampling and monitoring plans designed to evaluate threats to public health and worker safety.
- Identify and evaluate sensitive natural resources and cultural resources, including seasonal and site-specific conditions
- Make a preliminary determination of the extent to which planned response actions may affect natural and cultural resources and suggest measures to avoid/minimize impacts
- Make recommendations on implementation of response strategies, and coordinate closely with the Operations Section to avoid and minimize response related injury to natural resources and cultural resources
- Initiate ESA Section 7 emergency consultation
- Coordinate with the Wildlife Branch to provide information to assist in the development of the follow plans: Wildlife Reconnaissance, Wildlife Hazing, Wildlife Recovery, Wildlife Transportation, and Wildlife Rehabilitation; and obtaining any necessary wildlife-related permits
- Conduct spill modelling and spill trajectories
- Provide information to Unified Command
- Develop a monitoring plan for water quality
- Contact air and water experts on agency call back lists (e.g., hydraulic personnel, state water contacts, biologists)
- Coordinate natural resource information with NRDAR liaison

7. Incident-Specific Assignments

Insert specific assignments

8. Special Instructions for Unit

Insert special instructions

9. Planning Personnel (Add more rows as necessary)

Title	Name	Affiliation	Emergency Contact #	Contact #

Communications: Refer to the Emergency Contact List provided in this Incident Action Plan

10. Resource Summary (Add more rows as necessary)

ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments

11. Additional Information

Insert additional information if necessary

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

1. Incident Name: _____	2. Operational Period # X: _____	ICS – 204 ASSIGNMENT LIST Pipeline Incident Response
	3. Section: Planning	
	4. Division/Group: Firefighting	

5. Agencies Involved in Environmental Unit

Agencies that might play a role in Planning Section Firefighting Unit:

- Local Fire, Police, EMS, Sheriff and Hazmat Teams
- Responsible Party/Facility/Industry/Contractors
- County EMAs, LEPCs
- State Department of Natural Resources
- State Environmental Agency
- Pipeline and Hazardous Materials Safety Administration (PHMSA)
- US Environmental Protection Agency (US EPA) Region 5

Agency General Roles and Responsibilities: Refer to the Roles and Responsibilities Table provided in this IAP

6. Recommended Strategies and Tactics

Leak with No Fire

- Contact pipeline owner for assistance ASAP
- Avoid vapors, fumes, smoke, liquid puddles
- Approach upwind and uphill. Stage 330 feet from the source of the leak minimum. Use appropriate ERG evacuation distance when product is identified
- Do not park on or near manhole covers or storm sewers
- Use appropriate air monitoring equipment to establish control zones
- Isolate area, and eliminate ignition sources
- Rescue or evacuate those found within hot zone
- Deploy unmanned water streams to suppress vapors while avoiding the air trapping quality of fog streams from creating forced ventilation of structures or excavations
- Consider damming, diking, and diverting runoff to protect sewers
- Early elevation of alarm should be considered

Leak with Fire

- Contact owner of pipeline for assistance ASAP
- Approach upwind and uphill. Stage 330 feet from the source of the leak minimum. Use appropriate ERG evacuation distance when product is identified
- Use appropriate air monitoring equipment to establish control zones
- Isolate area
- Rescue or evacuate those found within hot zone
- DO NOT extinguish fire. This will cause vapor to seek other ignition sources and possibly reignite. Leak must be stopped by pipeline company
- Deploy unmanned water streams to cool exposures
- Consider damming, diking, and diverting runoff to protect sewers
- Early elevation of alarm should be considered

7. Incident-Specific Assignments

Insert specific assignments

8. Special Instructions for Unit

Insert special instructions

9. Planning Personnel (Add more rows as necessary)

Title	Name	Affiliation	Emergency Contact #	Contact #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Communications: Refer to the Emergency Contact List provided in this Incident Action Plan

10. Resource Summary (Add more rows as necessary)

Incident Name:	Operational Period# X		ICS – 205 INCIDENT COMMUNICATION PLAN Pipeline Incident Response
_____	From:	To:	

ID	Resource Type	Description/ Location	Quantity	Size	Status	Notes/ Comments
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

11. Additional Information	
Insert additional information if necessary	
Prepared By: (Name/Title) _____ _____	**Date/Time:** _____ _____
Approved by: (Name/Title) _____ _____	**Date/Time:** _____ _____

Position	Name/Affiliation	Phone #	E-Mail	Radio	Current Location
IC or UC	(Add or remove rows as necessary)				
Incident Commander(s)					
Safety Officer					
Information Officer					
Liaison Officer					
Operations	(Add or remove rows as necessary)				
Section Chief					
Land Ops Branch Chief					
Water Ops Branch Chief					
Air Reconnaissance Branch Chief					
Wildlife Branch Chief					
Law Enforcement Branch Chief					
Logistics	(Add or remove rows as necessary)				
Section Chief					
ICP Unit Leader					
Communications Unit Leader					
Procurement/Ordering Manager					
Planning	(Add or remove rows as necessary)				
Section Chief					
Situation Unit Leader					
Documentation Unit Leader					
Environmental Unit Leader					
Resource Unit Leader					
Finance	(Add or remove rows as necessary)				
Section Chief					

Prepared By: (Name/Title) _____ _____	**Date/Time:** _____ _____
Approved By: (Name/Title) _____ _____	**Date/Time:** _____ _____

PIPELINE INCIDENT RESPONSE EMERGENCY CONTACT LIST

NAME	ORGANIZATION	Emergency #	Phone #	E-Mail	Other (Radio)
Local (Add rows as necessary)					
911					
Fire Departments					
	Villa Park Fire Department Station 81				
	Oak Brook Fire Department Station 94				
	Oak Brook Fire Department Station 93				
	York Center Fire Protection District Station 77				
	Oakbrook Terrace Fire Protection District				
	Westmont Fire Department Station 2				
	Clarendon Hills Fire Department				
	Hinsdale Fire Department				
	Westmont Fire Department Headquarters Station				
	Tri - State Fire Protection District Station 2 Headquarters				
	Argonne Fire Department				
	Tri - State Fire Protection District Station 3				
	Tri - State Fire Protection District Station 1				
	Palos Fire Protection District Station 1				
	North Palos Fire Protection District Station 1				
	North Palos Fire Protection District Station 3				
	Palos Heights Fire Protection District Station 1				

NAME	ORGANIZATION	Emergency #	Phone #	E-Mail	Other (Radio)
	Palos Heights Fire Protection District Station 2				
	Chicago Ridge Fire Department Station 1				
	Alsip Fire Department Station 2				
Municipalities/Townships					
	Downers Grove				
	York				
	Burr Ridge				
	Clarendon Hills				
	Hinsdale				
	Forestview				
	LaGrange Park				
	Oak Brook				
	Oakbrook Terrace				
	Romeoville				
	Westmont				
	Willowbrook				
County					
	Cook County EMA				
	Cook County LEPC				
	DuPage County EMA				
	DuPage County LEPC				
	Will County EMA				
	Will County LEPC				
State (Add rows as necessary)					
	IEPA				
	IEMA				
	IDNR				
	IDPH				
Federal (Add rows as necessary)					
National Response Center	NRC	800-424-8802	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 Fish and Wildlife	USFWS				
Pipeline and Hazardous Materials Safety Administration	PHMSA				

NAME	ORGANIZATION	Emergency #	Phone #	E-Mail	Other (Radio)
Responsible Party (Add rows as necessary)					
Private (Add rows as necessary)					
Petroleum Pipeline Operators					
	Amoco				
Bobby Roye, Damage Prevention Manager	BP Pipeline (North America), Inc.	800-548-6482	219-629-0745		
Claudia Pankowski, Regulatory Compliance Director	Buckeye Partners, LP	800-331-4115	610-904-4113		
Rob Grachan	CITGO				
John Ford	CITGO				
	Enbridge				
	Shell				
Claudia Pankowski, Regulatory Compliance Director	Westshore Pipeline	888-625-7310	610-904-4113		
	Wolverine				
Natural Gas Pipeline Operators					
	Kinder Morgan				
	Northern Border PL Co.				
	Natural Gas PL Co. of Am				
Dean Maggos	NICOR				
Margi Schienman	NICOR				
	Northern Illinois Gas Co.				
	OneOK				
	Peoples Gas				
Co-Ops					
Northern Illinois & Indiana Industrial Mutual Aid Group	NIAIMI				

1. Incident Name: _____	2. Operational Period# X		ICS – 206 MEDICAL PLAN Pipeline Incident Response
	From: _____	To: _____	

3. Paramedic Unit/First Aid Stations (Add rows as needed)

Name	Location	EMT (On-Site)		Phone	Radio
		Yes	No		
		☐	☐		
		☐	☐		
		☐	☐		

4. Transportation (Ground and/or Ambulance Services) (Add rows as needed)

Name	Location	EMT (On-Site)		Phone	Radio
		Yes	No		
		☐	☐		
		☐	☐		
		☐	☐		

5. Hospitals (Add rows as needed)

Name	Location	Helipad		Burn Center		Phone	Radio
		Yes	No	Yes	No		
		☐	☐	☐	☐		
		☐	☐	☐	☐		
		☐	☐	☐	☐		

6. Special Medical Emergency Procedures

Insert special procedures

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

1. **Incident Name:** _____	**2. Operational Period# X**		**ICS – 223 HEALTH AND SAFETY MESSAGE Pipeline Incident Response**
	From: _____	**To:** _____	

3. Potential Hazards

- Downed and damaged powerlines and power poles
- Propane tanks and natural gas lines
- Fire damaged structures or hazard trees near powerlines
- Road traffic

Enter additional information such as known safety hazards and specific precautions to be observed during this operational period.

4. General Safety Concerns

- All personnel are to utilize appropriate PPE
- Identify, confirm, and communicate exclusion, safety, hazard zones; evacuation areas and places of safe refuge.
- Be mindful of slips, trips, and falls.
- Remain hydrated, wear sunscreen, watch for environmental hazards (wildlife, insects, etc.).
- Maintain communication.
- General situational awareness may include a weather forecast, incident conditions, and/or a general safety message.
- Report all safety concerns to the Safety Officer.
- All injuries will be reported to either the Paramedic Unit/First Aid Stations in staging or Safety Officer.
- For medical emergencies, notify the ICP immediately.
- MAINTAIN SITUATIONAL AWARENESS AT ALL TIMES.

5. Additional Information

Insert additional information if necessary

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

1. **Incident Name:** _____	**2. Operational Period# X** **From:** _____ **To:** _____	**ICS – 208 HAZARDOUS MATERIALS SITE SAFETY AND CONTROL PLAN** **Pipeline Incident Response**

3a. Incident Location:	3b. Incident Area Size:

ORGANIZATION

4. Incident/Unified Command:	5. Safety:	6. Operations:
7. Division/Group Supervisor:	8. Team Leader:	9. Other (Specify):

10. Team Members / Tasks (Box 24):

Names	Task # (Box 24)	Names	Task # (Box 24)	Names	Task # (Box 24)
1		4		7	
2		5		8	
3		6		9	

11. SITE MAP	Attached: Yes / No	Includes:	Command Post	Work Zones	Evacuation Route(s)
			Assembly Point(s)	Topography	Accessibility by Air, Ground and/or Water
			Location of Hazards	North Arrow	Decontamination Line

EMERGENCY PROCEDURES

12a. Notified	Hospital:	Air Ambulance:	Law Enforcement:	
	Ambulance:	Fire:	Other:	
12b. On-Site	Medical Monitoring: Yes	No	Medical Treatment and Transport:	Yes / No
12c. Evacuation Plan	Assembly Area(s) Identified:	Safe Distance:	Assembly Point(s):	
	ALARM System(s):	Horn / # Blasts / Bells / # Rings / Radio Code		
		Other (specify):		
12d. In Case of Emergency, Notification Procedures	Phone:	Radio:	Other:	
	Safety Officer #:		Medical #:	
	Command #:		Site Security / Entry #:	
	Operations #:		Other (specify):	
12e. Directions to Nearest Medical Assistance	Attached: Yes:	No:	If NO, then Describe:	
12 f. Additional Emergency Procedures / Comments				

13. DECONTAMINATION PROCEDURES	BELOW:	ATTACHED:	
DROP: Segregated Equipment WASH: Boot Cover/Glove RINSE: Boot Cover/Glove REMOVE: Tape REMOVE: Boot Cover REMOVE: Outer Gloves	WASH: Suit/Safety Boot RINSE: Suit/Safety Boot/SCBA RE-ENTER: Tank Change/Redress REMOVE: Safety Boot REMOVE: Suit/Hard Hat REMOVE: SCBA (A/B)	WASH: Inner Glove RINSE: Inner Glove REMOVE: Face Piece REMOVE: Inner Glove REMOVE: Inner Clothing	WASH: Field Redress

14. RECORDS MAINTAINED	Medical Surveillance	Fit Testing	Mandatory Training	Other:

15. ATTACHMENTS	**Procedures, SOPs, Safe Work Practices, IAP Components, Other**	
MSDS/SDS Chemical 1:	Decontamination Plan	IAP COMPONENTS
MSDS/SDS Chemical 2:	Confined Space Procedures:	201 Incident Briefing; or
MSDS/SDS Chemical 3:	JHA:	202 Incident Objectives
Spill Containment Plan	JHA:	203 Organization List
Handling Drums/Other Containers	JHA:	204 Assignment List (#8, #9)
Disposal Procedures	Other (specify):	205A Incident Comms Plan
Release Map Pathway	Other (specify):	206 Medical Plan
Modifications to Documented SOPs Work Practices:		215A IAP Safety Analysis

HAZARD ANALYSIS / ENVIRONMENTAL & PERSONNEL MONITORING

16. Chemical Name(s)	Action Levels	LEL/UEL %	PhysicalState (S / L / G)	Ceiling IDLH	STEL / TLV	Flash Pt / Ignition Pt(F or C)	Vapor Pressure(mm HG)	Vapor Density	*Sp. Gravity*	Boiling Pt(F or C)	Odor Thresh (ppm)
1)											
2)											
3)											
4)											

17. Instruments:	%O_2	H_2S	PID	Thermal	CGI	
	%LEL	CO	FID	Colorimetric	Personnel:	
	Radiation / Specify:			Other:		
18. Monitoring Frequency:	24 hr	8 hr	Hourly	Continuous	Other:	
19. Containers	Types / Quantities / Comments:					

20. Physical Hazards										
☐	Confined Space	☐	Heat Stress	☐	Noise	☐	Water	☐	Biomedical waste / needles
☐	Slips/Trips/Falls	☐	Cold Stress	☐	Electrical	☐	Ionizing Rad	☐	Other:
☐	Excavation	☐	Fatigue	☐	Ergonomic	☐	Animal/Plant/Insect	☐	Other:

21a. Hazards	Chemical 1	2	3	4	21b. Target Organs	Chemical 1	2	3	4	21b. Con't	Chemical 1	2	3	4	21c. Exposure Routes	Chemical 1	2	3	4
Explosive	☐	☐	☐	☐	Eyes	☐	☐	☐	☐	Lungs	☐	☐	☐	☐	Inhalation	☐	☐	☐	☐
Flammable	☐	☐	☐	☐	Nose	☐	☐	☐	☐	Bone	☐	☐	☐	☐	Absorption	☐	☐	☐	☐
Reactive	☐	☐	☐	☐	Ears	☐	☐	☐	☐	Throat	☐	☐	☐	☐	Ingestion	☐	☐	☐	☐
Radioactive	☐	☐	☐	☐	Liver	☐	☐	☐	☐	Kidney	☐	☐	☐	☐	Injection	☐	☐	☐	☐
Carcinogen	☐	☐	☐	☐	Skin	☐	☐	☐	☐	Heart	☐	☐	☐	☐	Membrane	☐	☐	☐	☐
Oxidizer	☐	☐	☐	☐	CNS	☐	☐	☐	☐	Blood	☐	☐	☐	☐	NOTES:				
Corrosive	☐	☐	☐	☐	Gastrointestinal	☐	☐	☐	☐	Respiratory	☐	☐	☐	☐					
Biomedical	☐	☐	☐	☐	Circulatory	☐	☐	☐	☐	Other:	☐	☐	☐	☐					
Toxic	☐	☐	☐	☐	Other:	☐	☐	☐	☐										

TASK / PPE / CONTROLS

22a. TASK 1: PPE Level				Description:
D	C	B	A	

22b. TASK 2: PPE Level				Description:
D	C	B	A	

22c. TASK 3: PPE Level				Description:
D	C	B	A	

23a. PPE	TASK 1	2	3	Comment/Modifications	23b. CONTROLS	TASK 1	2	3	Comment/Modifications
Boots (Steel-toe)					Work/Rest (hrs)				
Hard Hats					Fluids (amt/time)				
Hearing Protection					Clothing (cold)				
Eye Protection					Ventilate				
Gloves (Inner/Outer)					Signs & Barricade				
Face Shield/ Splash Suit					Fall Protection				
Suit (Inner/Outer)					Post Guards				
APR/PAPR (cartridges)					Life Jacket				
SAR					Fire Resistance PPE				
SCBA					Flash Protection				
EPD:					Sanitation Facilities				
Other:					Other:				

PREPARED/APPROVED BY

24. Prepared by:		Signature:		Date / Time:	
57. Approved by:		Signature:		Date / Time:	

Hazardous Materials Site Safety and Control Plan **ICS 208**

1. **Incident Name:** _____	**2. Operational Period# X**		**ICS – 214 UNIT ACTIVITY LOG** **Pipeline Incident Response**
	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 sign (e.g. Checkpoint #, County EOC, etc.) or position
2.	Unit Leader	**For individuals:** Enter your name and call sign
3.	Personnel Assigned	**For individuals:** Leave blank
4.	Activity Log	**Time:** Enter the local time 24-hour format

6. Personnel Assigned (Add more rows if necessary)

NAME	ICS POSITION	HOME BASE/ CITY

7. Activity Log (Add more rows if necessary)

TIME	MAJOR EVENTS

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

1. Incident Name: _____	2. Operational Period# X		ICS – 230 DAILY MEETING SCHEDULE Pipeline Incident Response
	From: _____	To: _____	

3. Meeting Schedule (Commonly-held meetings are included)

Date/ Time	Meeting Name	Purpose	Attendees	Location
	UC Objectives Meeting	Review/ identify objectives for the next OP	UC members	UC Meeting Room
	Command and General Staff meeting	UC Presents direction to Command and General Staff	UC, Command Staff, General Staff, DOCL, SITL	ICP Meeting Room
	Tactics Meeting	Develop primary and alternate strategies/ to meet incident objectives for the next OP	PSC, OPS, LSC, RESL, SITL, SOFR, DOCL, COML,THSP	ICP Meeting Room
	Planning Meeting	Review status and finalize strategies/tactics and assignments to meet incident objectives for the next OP and get tacit approval of IAP	UC, Command Staff, General Staff, SITL, DOCL, THSP	ICP Meeting Room
	Operations Briefing	Present IAP and assignments to the Supervisors / Leaders for the next OP	IC/UC, Command Staff, General Staff, Branch Directors, Div./Grp Sups., Task Force/ Strike Team Leaders and Unit Leaders	ICP Meeting Room

4. Prepared by: (Situation Unit Leader) **Date/Time**