

**Ecology Spill Drill**

**Evaluation Checklist**

**Put Plan Holder Name Here**

**Spill Management Team**

**Choose the ones that apply: Deployment Drill, Large-Scale Equipment Deployment Drill, Tabletop Drill and Worst Case Tabletop Drill**

**Exercise Overview**

**Drill ID Number:**

**Date:**

**Time started:**

**Time completed:**

**Location: actual/scenario:**

**Latitude/Longitude of spill scenario:**

**County: for on water deployment, pick the county that is closest or select other**

**Area: four things to choose from here: Coastal, Inland, Puget Sound and Columbia/Snake River**

**Actual conditions of the day: include weather, tides/current and any other pertinent environmental conditions of the day.**

**Scenario:**

**Estimated size/threat of spill to water:**

**Note: The purpose of the drill is to test the Ecology approved contingency plan. Over the three-year drill cycle, plan holders design drills that demonstrate the ability to meet the planning standards within the scope of the plan, including recovery systems and system compatibility.**

**Evaluation**

# [ ]  1. Notifications

Note: The notifications checkbox is checked only after components below are obtained.

**[ ]  1.1 Internal (initial-first responders) spill response team was notified following plan procedures.**

**[ ]**  Observed **OR** **[ ]**  Verified documentation.

[ ]  **1.2 Entire spill response organization (include away team members and other contractors intended to assist with spill management), including Primary Response Contractor, Spill Management Team, & Wildlife Response Service Provider, was notified in a timely manner, following plan procedures.**

**[ ]**  Observed **OR** **[ ]**  Verified documentation.

**[ ]  1.3 Notifications to government agencies were made in a timely manner following plan procedures.**

**[ ]** Observed **OR** **[ ]**  Verified documentation **and** **[ ]**  Verified with EMD.

[ ]  **2. Staff Mobilization**

Note: The staff mobilization checkbox is checked only after components below are obtained.

**[ ]  2.1 The number of local/internal response team personnel identified in the contingency plan were mobilized and on-site appropriate to the scope of the drill.**

**[ ]  2.2 Regional/National (“away”) response team members as identified in the contingency plan were mobilized in state within last three years.**

**[ ]**  Percent of away team transitioned into ICS as appropriate to scope of drill.

**OR**

**[ ]** Cumulative item: the positions filled in this drill are listed below (this item only checked after all away positions per plan are filled throughout the triennial cycle)

**OR**

**[ ]** Not applicable.

## [ ]  3. Initial Response Actions

Note: Initial Response Actions checkbox is checked only after components below are obtained.

**[ ]  3.1 Field Document including the initial response checklist in the contingency plan was used.**

**[ ]  3.2 Initial Site Safety addressed following plan procedures.**

**[ ]**  Air monitoring documented.

**[ ]**  Documentation developed (hazard worksheet).

**[ ]**  Briefing observed.

**[ ]  3.3 Performed initial assessment of spill status.**

**[ ]**  Spill volume calculated (for example, using mass balance).

**[ ]**  Environmental conditions assessed (weather, tides).

**[ ]**  Analyzed where product was going (using trajectory, river speed).

**[ ]**  Deployed or discussed use of limited visibility tracking devices as identified in the plan.

**[ ]**  Product type identified, or provided in scenario and SDS acquired.

**[ ]  3.4 Population Protection: Demonstrated the ability to quickly identify health hazards associated with the discharged product and the population at risk.**

**[ ]**  Acquired knowledge of risks.

**[ ]**  Notified the public of possible health hazards.

**OR**

**[ ]**  Not applicable.

**[ ]  3.5 Water Intake Protection: Demonstrated the ability to quickly identify water intakes and followed the proper protection procedures from the contingency plan, a Geographic Response Plan, or developed a plan for use.**

**[ ]**  Identified intakes in vicinity of spill/trajectory and started notifications.

**OR**

**[ ]**  Not applicable.

**[ ]  3.6 Documented early actions on ICS 201 form.**

* Initial Incident Map is appropriately labeled (for example, scale, time, author, north arrow, date).
* Objectives developed.
* Current Actions documented including input from key team members.
* Initial Organization.
* Initial Resources ordered documented on ICS 201 form.

**[ ]  3.7 Demonstrated smooth transition of the key personnel from initial response team to the spill management team through completion of an Initial Incident Briefing (ICS 201).**

* ICS 201 or equivalent hand out available for Unified Command.
* Briefing followed ICS 201 format.
* Objectives identified during briefing.
* Observed transition from IIC to RPIC and Unified Command, key members present and identified/introduced.

**[ ]  3.8 All plan holders citing supplemental resources in their plans must demonstrate the process for activation of those resources.**

* Call out resources according to the process in the plan.
* Integrate and coordinate those resources with other plan resources.

**[ ]  3.9 Plan holders that cover multiple vessel companies must demonstrate an effective transition from the initial spill management team to the vessel company spill management team.**

## [ ]  4. Response Management: Demonstrate the ability of the response organization to operate within the response management system identified in their respective plans.

Note: Response Management checkbox is checked only after all of the Response Management components (A K) have been obtained (cumulative).

**[ ]  4.A Overall Staffing and Coordination: Demonstrated the ability to field the team as described in the plan and ensure coordination between sections.**

Note: The overall staffing and coordination box (A) is checked only after all of the components below are obtained.

**[ ]  4.A1 Expanded response management team task assignments were consistent with the contingency plan and the Northwest Area Contingency Plan*.***

**[ ]**  Away team was present. **OR** **[ ]**  Not applicable.

**[ ]**  Away team members fill roles as indicated in Contingency Plan.

**The following were designated/established (typically this credit is achieved during a worst case drill).**

**[ ]**  Responsible Party Incident Commander **[ ]**  Safety Officer **[ ]**  Information Officer

**[ ]**  Liaison Officer **[ ]**  Operations Section **[ ]**  Planning Section

**[ ]**  Resource Unit **[ ]**  Situation Unit **[ ]**  Environmental Unit

**[ ]** Documentation Unit **[ ]**  Logistics Section **[ ]**  Finance Section

**[ ]  4.A2 Coordination took place between the following ICS sections.**

Note: when credit is not given, examples will be provided in the checklist.

**[ ]**  Planning and Operations

**[ ]**  Planning and Logistics

**[ ]**  Operations and Logistics

**[ ]**  Operations and Safety

**[ ]**  Unified Command and Command and General Staff

**[ ]  4.B Unified Command and Command Staff:**

Note: The Unified Command and Command Staff checkbox (B) is checked only after all of the

Unified Command components are obtained.

**[ ]  4.B1 Members of the Unified Command were identified and an Initial Incident Briefing was conducted (for example, using an ICS 201 format).**

**[ ]**  Responsible Party Incident Commander designated.

**[ ]**  Federal On Scene Coordinator present (or invited).

**[ ]**  State On Scene Coordinator present (or invited).

**[ ]**  Local On Scene Coordinator present/consulted (or invited).

**[ ]**  Tribal On Scene Coordinator present/consulted (or invited) or not applicable.

***[ ]* 4.B2 Unified Command discussed the following issues.**

**[ ]**  Staffing needs were discussed/clarified including the need for night operations or second shift staffing.

**[ ]**  Qualifications of staff were discussed for key positions—Command and General Staff.

**[ ]**  Meeting Schedule was discussed and approved, and included press conferences and other special purpose meetings.

[ ]  Role of deputies and others working within Unified Command discussed, if applicable.

[ ]  Worked on a Unified Strategic Plan by incorporating input from all members of the UC.

[ ]  A process was discussed to review and sign various plans developed to support the IAP.

**[ ]  4.B3 Operational Period discussed and established.**

**[ ]  4.B4 Unified Command developed and prioritized overall incident objectives and assessed if current and planned actions were consistent with those objectives.**

**[ ]**  Updated ICS 201 Objectives or completed ICS 202 for the current operational period.

**[ ]**  Completed ICS 202 for the next operational period (if applicable).

[ ]  **4.B5 Unified Command prepared for and participated in Press Conference.**

**[ ]** Unified command attended pre-press conference meeting with Information Officer.

[ ]  **4.B6** **Dedicated historian/scribe assigned for Unified Command.**

**[ ]  4.B7 Unified Command approved or authorized news releases and other updates to the news media through the Information Officer.**

**[ ]**  Unified Command verified accuracy of press releases.

**[ ]**  Unified Command signatures were on press releases.

**[ ]**  Unified Command approved use of and policies on use of social media, such as:

* Twitter, blogs, or other.
* Videos/Interviews with subject matter experts.
* Live streaming events

**[ ]  4.C Information Officer/Joint Information Center (JIC):**

Note: The Information Officer/JIC checkbox (C) is checked only after all of Information Officer/JIC components are obtained.

**[ ]  4.C1 Information Officer designated.**

**[ ]**  Information Officer was a government representative.

**OR**

**[ ]** Government representative invited but not present.

**OR**

**[ ]** Other individual designated by Unified Command or Incident Commander if applicable, following the NWACP policy.

**[ ]  4.C2 The JIC was established.**

**[ ]** JIC prepared a media communication plan.

* JIC developed a cycle for continuing release of information.
* JIC used Northwest Area Contingency plan JIC manual.

**[ ]  4.C3 News releases and Social Media Tools**

**[ ]**  News releases were published as requested by Unified Command or Incident Commander.

**[ ]** JIC prepared initial unified command news release

**[ ]** JIC requested social media policy approval by UC, if applicable.

[ ]  JIC made effective use of social media and followed UC policies on use of social media:

* Website, Twitter, blogs, Facebook, Flickr, or other.
* Videos/Interviews with subject matter experts.
* Live streaming events
* Information releases were accurate.

**[ ]  4.C4 Preparation for press conference.**

* Speakers identified.
* Questions from the media predicted and draft answers provided to speakers.
* Outline for the press conference discussed.
* Displays/Maps developed for press conference match command post maps and information.

**[ ]  4.C5 Ensured appropriate representatives and technical specialists were present and utilized at all news briefings.**

* Unified Command.
* Scientific Support Coordinator.
* Environmental Unit Leader
* Wildlife expert.
* Liaison officer or designee.

**[ ]  4.C6 Information Officer attended meetings as appropriate.**

**[ ]  4.D Liaison:**

Note: The Liaison checkbox (D) is checked only after all of the Liaison components are obtained.

**[ ]  4.D1 Liaison Officer (LOFR) designated.**

**[ ]**  Liaison Officer was a government representative.

**OR**

[ ]  Government representative invited but not present.

**OR**

[ ]  Other individual designated by Unified Command or Incident Commander if applicable, following the NWACP policy.

**[ ]  4.D2 Liaison function was established.**

[ ] Coordinated with applicable sections, units, and command staff positions as applicable.

[ ]  Identified Contact Lists for Elected Officials, Agencies, Tribes, and Community Leaders.

**[ ]  4.D3 Liaison provided timely information to Elected Officials, Agencies, Tribes, Community Leaders.**

**[ ]  4.D4 Developed a Liaison Plan.**

* Plan provided for continuing release of information to Liaison contacts.
* Liaison used Northwest Area Contingency Plan Liaison manual.

**[ ]  4.D5 Liaison Officer attended meetings as appropriate.**

**[ ]  4.E Safety: Demonstrate the ability to monitor all field operations and ensure compliance with federal and state safety regulations.**

Note: The Safety Officer checkbox (E) is checked only after all of the Safety components are obtained.

**[ ]  4.E1 Safety Officer (SOFR) designated.**

**[ ]  4.E2 Ensured safety plan was developed in a timely manner in accordance with the contingency plan and meeting federal and state regulatory requirements.**

**[ ]** The plan covers all operations of the response, and responding personnel, including as applicable:

* Source control
* Night operations,
* Salvage and marine firefighting
* Containment, recovery, shoreline protection strategies
* Disposal and storage operations
* Mechanical recovery, dispersants and in situ burning,
* Wildlife impact assessment, reconnaissance, deterrence, capture, stabilization, and rehabilitation operations as needed.
* Responder and community air monitoring
* Advisories for worker and population protection
* Equipment maintenance and decontamination operations.

**[ ]**  Developed in writing, or described during a meeting the plan to ensure proper communication to field staff beyond timeframe of drill.

**[ ]** Coordinated with other Sections on tactics.

**[ ]  4.E3 Safety plan approved by the Unified Command and communicated to appropriate field staff.**

* Unified Command signature on Safety Plan
* Plan not completed but detailed appropriate to tactics.(if plan complete but signature not acquired, provide explanation)

**[ ]  4.E4 Safety Officer attended meetings as appropriate.**

### General Staff

**[ ]  4.F Operations Section: Demonstrate the ability to coordinate or direct operations related to the**

**implementation of response and contingency plans developed by the UC.**

Note: The Operations Section checkbox (F) is checked only after all of the Operations components are obtained.

**[ ]  4.F1 Operations Section was established following the contingency plan.**

**[ ]**  Operations Section staffed appropriately for scope of drill.

**[ ]**  Operations Section Chief trained in ICS, Northwest Area Contingency Plan and GRP’s.

**[ ]  4.F2 Tactical assignments were made appropriate to the overall incident objectives developed by the Unified Command.**

[ ]  Operations Section Chief worked with the Planning Section Chief prior to the tactics meeting to develop draft ICS Form 215s for the next operational period.

* Contain/recover spilled material.
* Maximize protection of sensitive areas.
* Maximize removal of oil from impacted areas.
* Maximize primary and secondary storage for recovered product.
* Source control.
* Salvage.
* Wildlife impact assessment, reconnaissance, deterrence, capture, stabilization, and rehabilitation operations as needed.
* Tactics appropriate for oils that may sink or submerge.

[ ]  Tactics on the ICS 215s covered all operational incident objectives.

[ ]  **4.F3 Operations Section staff developed a plan to provide aircraft support for all elements of the response including operational support, environmental assessments, logistical transports and other UC/JIC/Liaison needs.**

**[ ]**  Plan included aircraft for all aspects of the response.

**[ ]**  Ordered support resources including aircraft maintenance, fueling, and staging.

**[ ]**  Completed an ICS Form 220.

**[ ]**  Documentation was submitted or a general message was circulated that detailed the above information.

**[ ]  4.F4 Operations Section staff coordinated with the Planning Section on the following strategies, if appropriate for plan holder and scope of the drill.**

* Salvage and firefighting operations.
* Develop division boundaries.
* GRPs and GRP revisions, ad hoc shoreline booming strategies.
* Shoreline Cleanup Assessment Technique teams and shoreline cleanup teams.
* Disposal and sampling plans and logistics.
* Enhanced mechanical recovery and alternate technologies.
* Assess, detect, and respond to potential non-floating oil

**[ ]  4.F5 Operations Section staff coordinated with Planning and Logistics to develop resource orders, tracking, and documentation.**

**[ ]**  Equipment status change forms submitted.

**[ ]**  Check-in forms submitted.

**[ ]**  Identified needs for shoreline cleanup workers (if applicable).

**[ ]**  Identified needs for non-dedicated workboats, or contracted vessels of opportunity (if applicable).

***[ ]***  Identified needs for non-floating oils detection and recovery resources (if applicable).

**[ ]  4.F6 Operations Section staff coordinated with the Planning Section to ensure situation status displays were accurate.**

**[ ]  4.F7 Operations Section staff coordinated with the Planning Section to ensure disposal plan is developed and accurate.**

**[ ]** Provided input to Environmental Unit Leader.

**[ ]** Coordinated on interim disposal locations.

**[ ]  4.F8 Operations Section Chief attended meetings as appropriate.**

[ ]  **4.F9 Coordinated with local, state and federal operations representatives as appropriate to the scope of the drill.**

* Local fire department/police department participated in Operations.
* Federal (FBI, NOAA, EPA, US F&W) representative participated in Operations.
* State resource agency representatives participated in Operations.

[ ]  **4.G Wildlife Branch**

Note: According to the Northwest Area Contingency Plan, the plan holder is not expected to lead the Operations Section’s Wildlife Branch. However, the plan holder is expected to assist with the core Wildlife Branch tasks. The Wildlife Branch checkbox (G) is checked only after all of the Wildlife components are obtained.

[ ]  **4.G1 Leader designated**

[ ]  Branch Leader was a US Fish and Wildlife Service or WA Dept. of Fish and Wildlife representative.

**OR**

[ ]  Government representative invited but not present.

**OR**

[ ]  Individual contracted by the plan holder as the wildlife response service provider or other entity designated by Unified Command.

[ ]  **4.G2 Plan holder assisted with Wildlife Branch activities, as appropriate to the drill design and following the contingency plan.**

[ ]  Wildlife Response Service Provider assisted in Wildlife Branch

* Develop plan for reconnaissance/wildlife surveys.
* Develop an oiled-bird response plan including staging location for equipment.
* Develop an oiled-marine mammal response plan.
* Deploy oiled wildlife response equipment.
* Establish wildlife carcass collection protocols and coordinate with the development of the waste management plan.
* Identify oiled wildlife personnel support needs including permitted handler.
* Coordinate wildlife planning with Safety.
* Coordinate wildlife response information and activities with the JIC and Planning Section including hotline numbers and use of volunteers.

**[ ]  4.H Planning Section: Demonstrate the ability to consolidate the various concerns of the members of the UC into joint planning recommendations and to develop support for tactical plans for the Operations Section.**

Note: The Planning Section checkbox (H) is checked only after all of the Planning components are obtained.

### [ ]  4.H1 Planning Section was established following the contingency plan.

**[ ]**  Planning Section staffed appropriately for scope of drill.

**[ ]** Planning Section Chief trained in ICS, Northwest Area ContingencyPlan, and GRP’s.

**[ ]** Worked on a unified strategic plan by incorporating input from all members of the UC.

[ ]  **4.H2 Planning Section staff utilized the appropriate tools.**

* Contingency plan.
* Northwest Area ContingencyPlan.
* Geographic Response Plans, most current version.
* ESI Maps.

[ ]  **4.H3** **Planning Section Chief established an appropriate meeting schedule.**

[ ]  Draft meeting schedule provided to Unified Command.

**[ ]** Meeting schedule allowed time for staff to prepare and develop deliverables.

**[ ]** Meeting schedule included all meetings appropriate to the scope of drill.

**[ ]  4.H4** **Planning Section Chief facilitated and ensured appropriate attendance and participation at all scheduled meetings.**

[ ]  **4.H5** **Prepared meeting room displays as needed or handouts available including:**

**[ ]**  Agenda for the meeting.

**[ ]** The following displays are developed, if applicable:

* Weather, tides, and currents for current and next operational period.
* Trajectory, situation, and planning maps for current and next operational period.
* Current over flight map.
* ICS 202 form.

[ ]  **4.H6** **Prepared and maintained situation displays (this is typically achieved at a worst case drill).**

**[ ]** Out of date or obsolete information is removed in a timely manner.

**[ ]**  Set-up is well organized and the information is updated on a schedule.

**Situation displays included the following, as appropriate:**

* Weather, tides
* Resources at risk
* Trajectory, situation and planning maps
* Response objectives
* Master resource list
* Organization chart
* Incident status summary (ICS Form 209)
* Over flight map
* Meeting schedule

[ ]  **4.H7** **Developed, maintained, and posted a master list of all resources involved the incident including check-in, status, current location, assignment**.

[ ]  **4.H8** **Documented all operational and support aspects of the response and provided detailed records of decisions and actions taken.**

**[ ]** Documentation flow and process established and communicated to Sections.

**[ ]** Reviewed all documentation for signature, correct operational period, and incident name.

**[ ]  4.I Environmental Unit:**

Note: According to the Northwest Area Contingency Plan, the plan holder is not expected to lead the Planning Section’s Environmental Unit. However, the plan holder is expected to assist with the core Environmental Unit tasks. The EU checkbox (I) is checked only after all of the Environmental components are obtained.

**[ ]  4.I1 Unit Leader designated.**

[ ]  Environmental Unit Leader was a government natural resource trustee agency representative.

**OR**

[ ]  Government representative invited but not present.

**OR**

[ ]  Other individual designated by Unified Command.

**[ ]  4.I2 Plan holder assisted state/federal agency staff with the following core Environmental Unit activities, as appropriate to the drill design and following the contingency plan.**

* Identified sensitive areas and recommended response priorities.
* Determined the extent, fate, and effects of contamination.
* Acquired, distributed, and provided analysis of weather forecasts.
* Monitored the environmental consequences of cleanup actions.
* Developed shoreline cleanup and assessment plans.
* Identified the need for, and prepare, any special advisories or orders.
* Identified the need for, and obtain, permits, consultations, and other authorizations.
* Identified and develop plans for protection of affected historical/cultural resources.
* Evaluated the opportunities to use various Response Technologies.
* Developed disposal plans with operations.
* Developed plan for collecting, transporting, and analyzing samples.
* Developed or supported planning for community air monitoring; coordinated with Safety, Operations, JIC and Liaison

[ ]  **4.J Logistics Section: Demonstrate the ability to provide the necessary support of both the short‐term and long‐term action plans.**

Note: The Logistics Section checkbox (J) is checked only after all of the Logistics components are obtained.

### [ ]  4.J1 Logistics Section was established following the contingency plan.

**[ ]**  Logistics Section staffed appropriately for scope of drill.

**[ ]** Logistics Section Chief trained in ICS, Northwest Area Contingency Plan and GRP’s.

**[ ]**  **4.J2** **Resource ordering process established.**

[ ]  Informed the Command and General staff on the process.

[ ]  Established signature authority.

[ ]  **4.J3** **Developed, maintained, and posted an incident Radio Communications Plan (ICS Form 205) and Communications List (ICS Form 205a).**

[ ]  **4.J4** **Developed a Medical Plan that encompasses all areas of the response.**

[ ]  **4.J5** **Developed or described a plan, and ordered all resources necessary, to ensure sufficient feeding, potable water, sanitary arrangements, and berthing was available to meet incident needs.**

[ ]  **4.J6** **Provided personnel for all elements of the response, as applicable.**

[ ]  Command post staffing, day and night shift.

[ ]  Field staffing, day and night shift.

[ ]  **4.J7** **Established a command post that accommodated the needs of the response organization.**

**[ ]** Command post/facility was appropriate for the scope of the drill.

**OR**

**[ ]** Plan was in place to move command post to more appropriate location as drill/spill ramps up.

[ ]  **4.J8** **Identified and planned for staging areas and other areas as needed.**

* All staging areas were listed on the ICS Form 215.
* Ensured situation unit and operations identified the same staging areas.

[ ]  **4.J9 Developed a plan to provide ground support/traffic plan** **including vehicle maintenance, fueling, and parking.**

[ ]  **4.J10 Developed a plan to provide support for all response vessels** **including vessel maintenance, fueling, and berthing.**

**[ ]  4.J11 Logistics Section Chief attended meetings as appropriate.**

[ ]  **4.K Finance Section: Demonstrate the ability to document the daily expenditures of the organization and provide cost estimates for continuing operations.**

Note: The overall Finance Section checkbox (K) is checked only after all of the Finance components are obtained.

**[ ]  4.K1 Finance section established following contingency plan.**

**[ ]  4.K2 Finance is able to provide a cost estimate (burn rate) if requested.**

**[ ]  4.K3 Compensation and claims numbers established, and information distributed.**

**[ ]  5. Response Operations**

Note: The check items for Response Operations are for deployment drills only. The checkbox for Response Operations is checked only after all of the components of Response Operations are obtained. Where applicable, include WRRL ID, staging area, home base and owner.

**[ ]  5.A Initial Response Operations:**

Note: The Initial Response checkbox (A) is checked only after all of the Initial Response components are obtained.

**[ ]  5.A1 Initial Site Safety equipment deployed and Safety Officer designated.** (This checklist item is not cumulative. All sub boxes must be tested in one drill to receive credit for 5.A1.)

**[ ]**  Site safety assessed before deployment (list resources used, including home base or staging area).

**[ ]**  Assessed environmental conditions and determined that equipment is appropriate before deployment.

**[ ]**  Air monitoring documented.

**[ ]** Documentation developed (hazard worksheet).

**[ ]**  Briefing conducted and documented.

**[ ]  5.A2 The local/internal response team members identified in the contingency plan were mobilized and on-site appropriate to the scope of the drill.**

**[ ]  5.A3 The number of personnel appropriate for the environmental conditions and the scope of the drill were mobilized (include the number and affiliation of the personnel).**

**[ ]  5.A4 Walk through of emergency shutdown procedures for each type of transfer identified in the contingency plan, by the appropriate trained personnel (at least once a triennial drill cycle).** The areas of emergency shutdown are customized for your plan. Credit for testing emergency shutdown is cumulative; all applicable areas do not need to be tested during one drill but they shall be tested during the three-year cycle to receive credit for 5.A4.

**[ ]**  Pipeline to/from facility

**[ ]**  Facility pipeline to/from vessel

**[ ]**  Vessel to vessel

**[ ]**  Truck racks

**[ ]**  Rail Car Unloading Facility

**[ ]**  Internal Transfer

**[ ]  5.A5 Field-tested plan holders initial response communication equipment and systems following plan procedures.**

**[ ]** Observed utilization/coordination of all comms equipment listed in the plan (list equipment, system, and channels used).

**[ ]  5.A6 Plan holder and response contractor were able to communicate during the deployment, following plan procedures.**

**[ ]** Observed utilization/coordination of all comms equipment (include equipment, system, and channels used).

[ ]  **5.A7 Plan holder deployed equipment described in the plan to track the spill.**

**[ ]**  Deployed limited visibility tracking devices.

**[ ]  5.B Containment and Mitigation:**

Note: The Containment and Mitigation checkbox (B) is checked only after all of the Containment and Mitigation components are obtained.

**[ ]  5.B1 Deployment drills are conducted in a variety of locations that the plan holder could impact. Equipment deployed is appropriate for the operating environment and includes boom, recovery and storage.**

**[ ]** Boom

**[ ]** Recovery

[ ]  Interim Storage

**[ ]  5.B2 Plan holder began initial deployment of on-site boom identified in contingency plan.**

***[ ]*  5.B3 Plan holder deployed initial mechanical recovery equipment identified in the contingency plan.**

**[ ]  5.B4 Demonstrate ability to source the resources and capability necessary to respond to a spill of potentially non-floating oils.**

**[ ]  5.B5 Set-up and demonstrated the ability to transfer product from skimmer or interim storage to shoreside storage (vacuum truck/baker tank) or fixed storage facilities.**

* Barge to shoreside tanks.
* Fast tank to vac truck.
* OSRV interim tank to barge/shallow water barge
* Initial interim tank to shallow water barge.

**[ ]  5.B6 Demonstrated and described containment of a land spill from entering water by channeling, diverting, or berming as well as recovery and storage of product.**

**[ ]** Demonstrated and described one of the above techniques.

**[ ]**  Deployed resources (list resource used including home base or staging area).

***[ ]*** **5.B7 Demonstrated and described damage control procedures as identified in the contingency plan (such as plugging or patching a leak in a pipeline or storage tank).**

**[ ]** Walked through the above procedures.

**[ ]** Identified resources for damage control.

**[ ]  5.B8 Plan holders that cover multiple vessels and use supplemental resources will deploy and direct supplemental resources at least one time per triennial cycle.**

* Call out supplemental resources according to the process described in the plan.
* Integrate and coordinate use of those resources with other plan resources.

[ ]  **5.B9 Conduct a large-scale equipment deployment drill at least one time per triennial cycle. This drill should involve multiple tactics such as:**

* Dedicated and non-dedicated equipment.
* Vessels of opportunity.
* Multiple simultaneous tactics.
* Verification of operational readiness over multiple operational periods.
* Equipment or tactics for non-floating oil equipment
* Equipment and personnel for whale reconnaissance and deterrence.

**[ ]  5.C Protection:**

Note: The Protection checkbox (C) is checked only after all required number of GRP deployments are conducted as per plan.

**[ ]  5.C1 Plan Holder deployed GRP or protection strategy identified in the contingency plan and discussed what would be needed to maintain the strategy for 24 hours.**

**[ ]** GRP deployed by plan holder as written

**OR**

**[ ]**  GRP deployed by PRC as written

**OR**

**[ ]**  Plan Holder or PRC deployed a modified version of the GRP strategy based on environmental conditions.

**[ ]  5.D Wildlife Rehabilitation Equipment**

**[ ]  5.D1 Plan Holder deployed oiled-wildlife response equipment.**

* Wildlife impact assessment, reconnaissance, deterrence, capture, stabilization, and rehabilitation operations as applicable to the objectives
* Electrical power generation and distribution equipment.
* Water heating and handling equipment.
* Air handling equipment.
* Consumable equipment and medical supplies.
* Wildlife Response Service Provider or oiled-wildlife volunteers attended.

**[ ]  5.E Emergency Response Towing Vessel (ERTV):**

Note: this requirement only applies to vessel plan holders operating in Puget Sound.

[ ]  **5.E1 Plan Holder deployed ERTV identified in the plan.**

**Summary:**

As always, we appreciate your efforts to protect Washington’s waters.

**Deployment Drill Equipment List**

| **WRRL #, if applicable** | **Equipment Owner (PRC, Plan Holder, other)** | **Equipment Description: Resource Kind: boom, pump, skimmer, storage, trailer, vehicle, vessel, brief description, and staging location** |
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**Deployment Equipment Sourcing Documentation**

Sourcing equipment allows us to verify the depth of equipment that could have been brought to the site, verifying one aspect of preparedness on a given day. The equipment that is planned to be sourced and amount of resources is determined during drill design. Because we are verifying a capability that is not required to be present (not required to arrive at staging or be deployed), more than one asset may be sourced to help us identify the amount of dedicated or non-dedicated resources that may be made available on a given day.

**Please return the form to (insert drill evaluation lead name and contact information).**

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| --- | --- |
| **Plan Holder Name:**  | **Drill Date:** |
| **Form completed by:** | **Date:** |
| **Sourced Equipment** (Real Time Availability) |
| **Organization** | **WRRL#, if applicable** | **Description of Resource** | **Location**  | **Time Called Out** | **ETA** |
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