



# United States Department of the Interior

## FISH AND WILDLIFE SERVICE

Washington, D.C. 20240



In Reply Refer To:  
FWS/AFHC

JUL 13 2005

### Memorandum

To: Service Directorate  
From: **Acting** Director *Mark D. Jones*  
Subject: Fish and Wildlife Service National Oil Spill Contingency Plan:  
Final Updated Revision, June, 2005

The Fish and Wildlife Service plays a major role in planning for and response to oil spills, primarily to prevent or reduce impacts of spilled oil on fish and wildlife and their habitats, oversee collection and rehabilitation of oiled birds and other wildlife, and conduct natural resource damage assessment to facilitate restoration of fish and wildlife resources injured by the oil. The Service's guidance for this work is contained in the Fish and Wildlife Service National Oil Spill Contingency Plan, which was last updated in 1997. Today we are issuing a revised version (June, 2005) that builds on that 1997 Plan, but that incorporates several developments that have occurred in the interim, including the following:

- Establishment of the Department of Homeland Security and the National Response Plan.
- Finalization of the Service's "Best Practices for Migratory Bird Care During Oil Spill Response" and of new regulations for permitting rehabilitators.
- Development and teaching of a course in Oil Spill Response at the National Conservation Training Center.
- Changes in the processes and guidance from Coast Guard for getting funding from the Oil Spill Liability Trust Fund for response and damage assessment.
- Changes in the organization of Natural Resource Damage Assessment within the Department of Interior.
- Continuing development of and increased availability of relevant and useful materials on the internet.
- Changes in personnel and contacts.

The final CD-ROM will be widely distributed by the Division of Environmental Quality to those field, regional, and Washington office personnel who need copies, and will also be posted to the Service's internet site, where it can be kept current and where all of the materials can be found in one place. The appendices have been expanded considerably to provide a more complete electronic library for responders, which may be downloaded onto computers for ready reference during spill events. Extensive web links have also been provided to aid in finding up-to-date materials as well as locate additional materials that may be useful.

We have been considerably assisted in preparing this draft by Catherine Berg, the Regional Oil Spill Response Coordinator in Region 7, and by Chip Murphy of the Division of Safety, both of whom revised or re-wrote several of the chapters. It has also been reviewed by the Divisions of Law Enforcement and Migratory Birds, regional oil spill coordinators and a number of experienced field biologists, as well as the Office of Environmental Policy and Compliance in the Department of the Interior. Collection of materials from other agencies has been facilitated by expanded web sites of those other agencies; inclusion of the other agencies' materials is provided to assist Service oil spill responders, but is not necessarily an endorsement of or concurrence with those materials, nor an expression of Service policy.

If you have questions, please contact Dr. Peter Escherich of the Division of Environmental Quality, at 703-358-1833 or Dr. Kenneth Seeley at 703-358-1830.

#### Attachments

Tables of Contents for Plan and Appendices

(CD-ROM, June 2005 final FWS Oil Spill Contingency Plan: being distributed separately to appropriate staff; additional copies available from DEQ.)

To use CD-ROM: Insert disk, open the file FWSContingencyTOC.htm on that disk, and it will link to all other files on the disk.



FWS National Contingency Plan  
Appendices – Table of Contents and Links  
June, 2005

These appendices are being provided on a CD-ROM (**fwscontingencyappendices** directory) and also made available on the FWS internet site (<http://www.fws.gov/contaminants/Issues/OilSpill.cfm>), except for the FWS internal call list, which will only be maintained on the internal intranet site. Many of these documents were acquired from the internet and Web pages of the agencies that produced them; they are provided for your information and potential use. Their contents are the responsibility of the agencies that published them and do not necessarily represent policy for the Fish and Wildlife Service or Department of the Interior, other than those documents so identified. Although it is our intent to keep the documents on the FWS site current, internet links to many of those other web sites are provided where available, so that users can check themselves for more up-to-date versions of those documents as well as look for related material that may be useful. The links in this document were current as of this release in June, 2005. We will attempt to keep the links on the internet site up-to-date, as we are well aware that links frequently are changed and become obsolete. Should you encounter obsolete or “broken” links, please first check our internet site and then notify the Division of Environmental Quality if we need to update the link on our web site. Opening the .htm version of this file with your internet browser will allow you to connect directly to those sites. For some documents we do not have web links available.

Note: Underlined entries below are for external internet sites, **Bold faced** entries represent directories or files contained on this CD-ROM within those directories.

A. National Contingency Plan and National Response Plan. **\fwscontingencyappendices\A-NCP-NRP\**

National Contingency Plan (40 CFR 300; 7/1/03 edition);  
<http://www.epa.gov/oilspill/pdfs/40cfr300.pdf>

**40cfr300 - ncp03.pdf**

Note: revision to accommodate the National Response Plan is in progress, June, 2005.

Homeland Security Presidential Directive/HSPD-5, 2/28/03;

<http://www.dhs.gov/dhspublic/display?theme=42&content=496>

**HSPD-5.pdf**

National Incident Management System – Press Release, 3/1/04;

<http://www.dhs.gov/dhspublic/display?content=3259>

**NIMS press release 3-1-04.pdf**

National Incident Management System (NIMS), 3/1/04

<http://www.dhs.gov/interweb/assetlibrary/NIMS-90-web.pdf>

**NIMS-90-web.pdf**

National Response Plan (NRP), final draft, released December, 2004.

[http://www.dhs.gov/interweb/assetlibrary/NRP\\_FullText.pdf](http://www.dhs.gov/interweb/assetlibrary/NRP_FullText.pdf)

**NRP\_FullText.pdf**

B. Oil Pollution Act of 1990 (OPA). \fwscontingencyappendices\B-OPA

FWS Responsibilities under OPA:

**OPAre sponsibilities05.pdf**

Oil Pollution Act – text

<http://www.uscg.mil/hq/g-m/nmc/response/opawordp.pdf>

**opawordp.pdf**

Clean Water Act (CWA; 33 U.S.C 1251-1387). Section 1321 was amended by OPA to include various response issues, including planning.

**CWA.pdf**

C. Incident Command System. \fwscontingencyappendices\C-ICS

Introduction: **ICSINTRO.doc**

Background: **ICSHistory.doc**

Coast Guard Field Operations Guide (FOG), Incident Command System, 2000

<http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>

**CG-FOG2000.pdf**

Basic ICS documents, training and information, including Powerpoint and on-line training modules, are available at <http://www.wildlandfire.net> and below

Training Modules as text. \fwscontingencyappendices\C-ICS\ICS-text

1. Orientation

**ICS01 I-100 Orient.pdf**

2. Principal Features

**ICS02 I-200 Princ Feat.pdf**

3. Organizational Overview	<b>ICS03 I-200 Org Ovrvw.pdf</b>
4. Incident Facilities	<b>ICS04 I-200 Incdt Facil.pdf</b>
5. Incident Resources	<b>ICS05 I-200 Incdt Res.pdf</b>
6. Common Responsibilities	<b>ICS06 I-200 Comn Resps.pdf</b>
7. Organization and Staffing	<b>ICS07 I-300 Staffing.pdf</b>
8. Organizing for Incidents or Events	<b>ICS08 I-300 Org.pdf</b>
9. Incident Resources Planning	<b>ICS09 I-300 Res Mgt.pdf</b>
10. Air Operations	<b>ICS10 I-300 Air.pdf</b>
11. Incident and Event Planning	<b>ICS11 I-300 Inc Evt Plan.pdf</b>
12. Command and General Staff	<b>ICS12 I-400 Cmd Gen Staff.pdf</b>
13. Unified Command	<b>ICS13 I-400 Unif Cmd.pdf</b>
14. Major Incident Management	<b>ICS14 I-400 Maj Icdt Mgmt.pdf</b>
15. Area Command	<b>ICS15 I-400 Area Command.pdf</b>
16. Multi-Agency Coordination	<b>ICS16 I-401 MultiAgency.pdf</b>
17. ICS for Executives	<b>ICS17 I-402 ICS for Execs.pdf</b>

Powerpoint presentations of the above (Chapters correspond to above list).

**\fwscontingencyappendices\C-ICS\Powerpoint-ICS**

<b>CHAP02.ppt</b>	<b>CHAP11.ppt</b>
<b>CHAP03.ppt</b>	<b>CHAP12.ppt</b>
<b>CHAP04.ppt</b>	<b>CHAP13.ppt</b>
<b>CHAP05.ppt</b>	<b>CHAP14.ppt</b>
<b>CHAP06.ppt</b>	<b>CHAP15.ppt</b>
<b>CHAP07.ppt</b>	<b>CHAP16.ppt</b>
<b>CHAP08.ppt</b>	<b>CHAP17.ppt</b>
<b>CHAP09.ppt</b>	

(no Powerpoint versions of chapters 1 or 10)

See also Appendix C of the National Incident Management System  
<http://www.dhs.gov/interweb/assetlibrary/NIMS-90-web.pdf>

**NIMS-90-web.pdf** (in **\fwscontingencyappendices\A-NCP-NRP**)

National Response Team has also published a technical assistance document for ICS.

[http://www.nrt.org/Production/NRT/NRTWeb.nsf/AllAttachmentsByTitle/SA-52ICSUCTA/\\$File/ICSUCTA.pdf?OpenElement](http://www.nrt.org/Production/NRT/NRTWeb.nsf/AllAttachmentsByTitle/SA-52ICSUCTA/$File/ICSUCTA.pdf?OpenElement)

**ICS-NRT\_UC\_Technical\_Assistance\_Document.pdf**

The relationship between ICS and Natural Resource Damage Assessment is discussed by the National Response Team in:

[http://www.nrt.org/Production/NRT/NRTWeb.nsf/AllAttachmentsByTitle/A-51FRNT/\\$File/FNRT.pdf?OpenElement](http://www.nrt.org/Production/NRT/NRTWeb.nsf/AllAttachmentsByTitle/A-51FRNT/$File/FNRT.pdf?OpenElement)

## **ICS and NRDA.pdf**

### D. Best Practices for Migratory Birds.

**\fwscontingencyappendices\D-BestPracticesMigBirds**

The Service's manual, Best Practices for Migratory Bird Care During Oil Spill Response was edited by Catherine Berg, and became Fish and Wildlife Service policy in March, 2004, after the revised migratory bird regulations for rehabilitators became final. It discusses techniques for preventing oiling of birds as well as good practices for cleaning, caring for, and releasing recovered birds. It incorporates and replaces several parts of the previous edition of this contingency plan.

[http://contaminants.fws.gov/OtherDocuments/best\\_practices.pdf](http://contaminants.fws.gov/OtherDocuments/best_practices.pdf)

**Best Practices mar 04 rev.pdf**

### E. Migratory Bird Permits **\fwscontingencyappendices\E-Migratory Bird Permits**

The Migratory Bird Treaty Act requires that all persons, including Federal employees, capturing, holding, or otherwise "taking" migratory birds be appropriately permitted. The MBTA permit regulations are in the file

**50 CFR Part21.pdf**

The requirement for permits for Federal employees is discussed in:

**Migratory Bird Permits for Feds.pdf**

This requirement is met for Fish and Wildlife Service field biologists involved in emergency response by blanket permits issued annually to Regional Directors. An example of one of these permits is found at:

**MBTA FWS Permit Sample.pdf**

Regulations for rehabilitators, including minimum requirements for facilities and experience are discussed and found in:

**RehabPermitPressRelease.pdf**  
**RehabRegulations.pdf**

See also the "Best Practices" Manual (Appendix D, above) regarding rehabilitation facilities and practices.

### F. Coast Guard Fund & Reports .

**\fwscontingencyappendices\F- Coast Guard Fund & Reports**

Funds for response and for initiation of NRDA at oil spills are available from the Oil Spill Liability Trust Fund, which is managed by Coast Guard. The most recent information and forms from the Coast Guard National Pollution Funds Center can be found at:

<http://www.uscg.mil/hq/npfc/>

Their “User Guide”, which incorporates both response and initiate procedures and forms is included here (check the web site above for updates):

**URG.pdf** (see especially chapters 3 and 6 and appendix B of guide)

This directory also includes instructions and copies of certain forms and sample documents for your use:

**CG5136.pdf**  
**CG5136A.doc**  
**FORM-A.doc**  
**FORMSA&B.doc**  
**IncidentReport.doc**  
**Incident-Report-Form.pdf**  
**INITIATE.doc**  
**REMOVAL.doc**  
**NPFC Response Documentation.pdf**  
**NPFCbackground.pdf**  
**PRFA\_Federal\_Master.pdf**  
**PRFA\_Non\_Federal\_Master.pdf**  
**PRFAAGENCYCOSTCERTSAMPLE.pdf**  
**PRFAFOSCCOSTCERTSAMPLE.pdf**  
**PRFAtasklist.pdf**

#### G. Coast Guard Vessel Removal Procedures.

Reserved, no directory or files. An agreement was drafted several years ago with Coast Guard concerning removal of vessels threatening release of oil onto Federal lands, but was never finalized. We are reserving space for such an agreement should it become finalized.

#### H. Field Kit List \fwscontingencyappendices\H-Field Kit

A recommended list of equipment for Service biologists for response is included in:

**FIELDKITLST.doc**

(Note that additional equipment for rehabilitation of migratory birds is listed in the “Best Practices” manual – Appendix D above, and additional safety equipment is listed in Appendix U of this contingency plan.)



I. Call Lists. **\fwscontingencyappendices\I-Call Lists**

FWS and other agency contacts for oil spills are listed in:

**Call List FWS-Agencies 05.doc**

Department of the Interior Regional Environmental Officers (REO's), Office of Environmental Policy and Compliance are listed in:

**REO list.05.doc**

Coast Guard National Pollution Fund Center contacts are listed in:

**CG-NPFC-poc.pdf**

Current Coast Guard contacts may be found at:

<http://www.uscg.mil/hq/npfc/poc.htm>

Maps of Coast Guard Districts and EPA Regions:

**Coast\_Guard\_Districts\_Map.pdf**

**EPA\_Regions.pdf**

J. Law Enforcement. **\fwscontingencyappendices\J - Law Enforcement**

The role of FWS Law Enforcement at oil spills is discussed in a Powerpoint presentation prepared in Region 5:

**Response to Oil Spills v3 with Notes.ppt**

Law Enforcement has a database (requires Microsoft Access) to catalogue birds that have died and been collected at an oil spill:

Description: **Oil Spil database description ver 2.doc**

Database template: **Oil db template.mdb**

K. DOT Emergency Response Guidebook.

**\fwscontingencyappendices\K-DOT Emergency Response Guidedbook**

This guidebook, issued by the Department of Transportation, provides data on hazardous materials in transport, including petroleum products. The web site should be consulted for up-to-date information, but the most recent version (2004) of the guidebook is included here for quick reference:

<http://hazmat.dot.gov/gydebook.htm>

**erg2004.pdf**

L. Wildlife Response Plans. **\fwscontingencyappendices\L-Wildlife Plans**

Response plans specific to several fish and wildlife species or groups are included here:

Fish	<b>FISHPLAN.doc</b>
Manatees	<b>MANATEE.doc</b>
Polar Bears	<b>polar bear WRP.doc</b>
Sea Otters	<b>sea otter WRP.doc</b>
Sea Turtles	<b>turtle.pdf</b> (NOAA document)
Walrus	<b>Walrus WRP.doc</b>

For migratory birds, see **\fwscontingencyappendices\D-BestPracticesMigBirds**

M. DOI Response Strategy **\fwscontingencyappendices\M-DOI Strategy**

In 2000, the Department and its Bureaus agreed on an organization and strategy for response to oil and hazardous substances. The Department of the Interior Environmental Safeguards Plan for All-Hazards Emergencies (DOI ES Plan) was sent out in February 2005 for signature by heads of Bureaus but had not been finalized as of this writing (June, 2005). The DOI ES Plan incorporates the provisions of the DOI Emergency Preparedness and Response Strategy: Oil Discharges and Hazardous Substance Releases of August 18, 2000 (DOI Strategy), and, therefore, replaces it. Because they are included in the DOI ES Plan, the provisions of the DOI Strategy remain in effect, as revised. When finalized, the DOI ES Plan will be posted at

<http://www.doi.gov/oepc/nrtr.html> and on the FWS web page with the OSCP

The 2000 (current) strategy document is in the file:

**DOI FinalStrategy.pdf**

N. Manuals – Response – Assessment.

**\fwscontingencyappendices\N-Manuals - Response-Assessment**

Several manuals useful for response and assessment, both at coastal and inland spills, prepared by NOAA and the Coast Guard, are included here. Additional useful references may be found online through:

<http://response.restoration.noaa.gov/oilaid.html>

<http://www.darp.noaa.gov/library/index.html>

<http://www.uscg.mil/hq/g-m/nmc/response/index.htm>

<http://www.nrt.org/Production/NRT/NRTWeb.nsf/HomePage?OpenForm>

Aerial Observations

**AerialObs\_NOAA.pdf**

EcoRisk at Oil Spills

**CG-EcolRiskat OilSpills.pdf**

Coastal Habitats	<b>CoastalHabitats.pdf</b>
Coastal Response	<b>CoastalResponse_NOAA.pdf</b>
Coastal Response (Spanish)	<b>costeros.pdf</b>
Coastal Marshes	<b>CoastalMarshes.pdf</b>
Coral Reefs	<b>coralreefs.pdf</b>
Freshwater Response	<b>FreshwaterResponse_NOAA.pdf</b>
Mangroves	<b>mangrove.pdf</b>
Response Strategies	<b>ResponseStrategies.pdf</b>
Shoreline Countermeasures	<b>SCAT_NOAA.pdf</b>
Shoreline Assessment	<b>ShorelineAssessment_NOAA.pdf</b>
Spills in Fast Currents	<b>Spills_FastCurrent.pdf</b>
SubArctic Shorelines	<b>3SubArcticShorelines.pdf</b>

Environmental Sensitivity Index Mapping: NOAA, in cooperation with other Federal and State agencies, has created maps that show sensitive environments and resources, which are available for most coastal areas in various formats, including both print and electronic versions.

Information, including ordering information, about ESI maps can be found at:

<http://response.restoration.noaa.gov/esi/esiintro.html>

A fact sheet, information from the web site, and the guidelines for ESI mapping are in the files:

**esi mapping factsheet.pdf**  
**esi intro.pdf**  
**ESI mapping guidelines.pdf**

#### O. Endangered Species. \fwscontingencyappendices\O-Endangered Species

An interagency agreement was completed on how to deal with endangered species in oil spills; both a Word and pdf version are included here:

**Final MOA.doc**  
**ESA MOA signature PDF.pdf**

In addition, a “FAQ”, a training manual, powerpoint presentations, and sample documents are included:

FAQ: **ESA MOA FAQ.pdf**  
Manual: **MOATrainingManualVersion02.pdf**  
Powerpoint: **ESAImplementation.ppt**  
**1-Hr. Training Presentation -Version 2002.ppt**  
**4-Hr. Training Presentation -Version 2002.ppt**  
Documents: **Request for formal consultation.pdf**  
**Request for Concurrence Letter.pdf**  
**SpeciesRequest Letter.pdf**

**ESAPRFAFLOWCHART.pdf**  
**ESAPRFASOW.pdf**

The Endangered Species Act and the regulations and handbook for section 7 consultation:

Statute: **ESA Statute.pdf**  
Consultation regulations: **50 CFR 402.pdf**  
Consultation handbook: **Section 7 ESA Handbook.pdf**

P. National Park Service

**\fwscontingencyappendices\P - National Park Service Manual**

We often work closely with the National Park Service where spills occur on or near NPS lands and other resources. NPS has additional broader authority under the Park Service Protection Act for seeking damages for losses to many kinds of resources due to causes other than oil spills and hazardous material releases. Their Director's Order 14 and Manual for implementing Natural Resource Damage Assessment and Park Service Protection Act actions, and a list of NPS contacts are included:

**DO 14.pdf**  
**DO 14 Handbook.pdf**  
**NPSContacts.pdf**

Q. Historic Properties **\fwscontingencyappendices\Q-HistoricProperties**

Treatment of historic resources during oil spills is dealt with in:

<http://www.achp.gov/NCP-PA-intro.html>

**Hist Preservation in emergencies.pdf**

R. Area Contingency Plans (no materials or directory on disk)

Area Contingency Plans for Coast Guard areas are available through:

<http://www.uscg.mil/vrp/acp/acp.shtml>

S. Sampling. **\fwscontingencyappendices\S-Sampling**

NOAA protocols for sampling are discussed and included in several files here.

General	<b>PROTOCOL.ALL.doc</b>
Oil Source	<b>source.doc</b>
Water	<b>water.doc</b>
Biota and tarballs	<b>Biota and tarball.doc</b>
Subtidal Sediments	<b>subtidal-seds.doc</b>

Intertidal sediments	<b>Intertidal-seds.doc</b>
Manmade structures	<b>Manmade Sampling.doc</b>
Inshore fauna	<b>Infauna.doc</b>
Saltmarshes	<b>SaltMarsh.doc</b>
Shellfish	<b>shellfish.doc</b>
Birds	<b>Bird Sampling.doc</b>

T. Training. **\fwscontingencyappendices\T-Training**

Service policy on required training is identified in:

**Memo Mar 9 1998.pdf**

And further discussed in:

**NEEDS.doc**

The Occupational Safety and Health Administration (OSHA) has a manual on training for oil spill workers:

<http://www.osha.gov/Publications/osha3172.pdf>

**osha3172.pdf**

U. Personal Safety. **\fwscontingencyappendices\U-Personal Safety**

A list of equipment for personal safety is included in:

**EQPMNT.doc**

FWS policies concerning safety can be found at parts 240-243 in:

<http://www.fws.gov/policy/series.html>

Aircraft safety requirements are at part 334 of the above link.

V. Safety Plans. **\fwscontingencyappendices\V-SAFETY PLANS**

An outline of necessary elements for a Health and Safety Plan (HASP) is found in:

**HASP.doc**

A possible template for a HASP is included in:

**HASP template.doc**

Two different software programs for preparing more complex HASPs are included in zip files; for use, either will have to be copied to a hard drive, “unzipped” and installed. The user manual for the eHASP program is included here as a pdf file.

**CBN-Hasp\_CD.exe**  
**e-hasp\_com.zip**  
**ehasp-usermanual.pdf**

Current versions of these programs and further information may be found at:

<http://www.ert.org/mainContent.asp?section=Health&subsection=CBN>  
<http://www.osha.gov/dep/etools/ehasp/index.html>

In preparing any HASP, values for toxicity from the NIOSH Pocket Guide to Chemical Hazards will be needed. A 2001 abbreviated version of this is included as a zip file in the subdirectory **\NIOSH Pocket Guide**, and an unzipped version is included in the subdirectory **\NIOSH Pocket Guide\NPG\_only**. Start the pocket guide by opening :

**\V-SAFETY PLANS\NIOSH PocketGuide\NPG\_only\pgdstart.htm**

The zip file for loading the guide onto your computer is:

**\V-SAFETY PLANS\NIOSH Pocket Guide\NPG\_only.zip**

For up-to-date toxicity data (recommended), refer to:

<http://www.cdc.gov/niosh/npg/npg.html>

#### W. NRDA. **\fwscontingencyappendices\W-NRDA**

A copy of the Natural Resource Damage Assessment Regulations for oil spills and two amendments to those regulations are included:

**15CFR990\_OPA\_Regs&Preamble.pdf**  
**opaf101.pdf**  
**opaf101jy1.pdf**

The Department’s manual for organization of NRDAR is found in:

**207chapter6.pdf**  
**521chapters1-3.pdf**

NOAA’s Guidance on Oil Spill Damage Assessment is found at:

<http://www.darp.noaa.gov/library/index.html>

Preassessment                      **PreassessmentNOAA.pdf**

Injury Assessment **Injury Assessment NOAA.pdf**  
Type A Assessment **NRDAM-CME-NOAA.pdf**  
Primary Restoration **PrimaryRestorationNOAA.pdf**  
Restoration Planning **RestorationPlanningNOAA.pdf**  
Scaling Compensatory Restoration  
**ScalingNOAA.pdf**