MFSA – SHIPBOARD FIELD GUIDE

COLUMBIA AND WILLAMETTE RIVERS, STATES OF OREGON AND WASHINGTON

Keep this checklist where it can always be located by vessel personnel

ATTENTION: This "Field Guide" - Emergency Procedures Checklist must be on board the vessel prior to entering the States of Oregon and Washington, which begins 3 nautical miles out from the mouth of the Columbia River, and posted at all times. This document replaces all prior "on-board" field guide documents. The vessel Owner or operator, as the Responsible Party ("RP"), must follow this Field Guide in the event of a spill or substantial threat of a spill

The notifications required in this Field Guide should be made by an "Authorized Representative" which is the individual authorized by the Owner to act on the Owner's behalf with respect to the Plan, including the Master, the Agent, the QI and the P&I Club representative or another person specifically authorized by the Owner

EVERY SPILL OR SUBSTANTIAL THREAT OF A SPILL MUST BE REPORTED

1. IMMEDIATE VESSEL ACTIONS:

Stop Flow of Product: Quickly close valves and secure.
Notifications: Designate Authorized Representative to make VESSEL REQUIRED NOTIFICATIONS (see Section 2 below) and continue with appropriate response actions.
Shut Off Ignition Sources: Turn off motors, electrical circuits, open flames, etc.
Warn Personnel: Enforce safety and security.
Initiate Containment: Deploy on the deck and/or in the water – oil boom or sorbents.

DO NOT use dispersants on the oil spill. To do so without governmental approval will result in fines and/or imprisonment.

2. VESSEL REQUIRED NOTIFICATIONS - An Authorized Representative must make the following calls:

MFSA: Dial MFSA's 24-Hour Emergency Line**, 503-220-2055** or hail MFSA on radio channels VHF 16 (156.8) or VHF 18A (156.9) using call sign "WHW 656". MFSA will ask a series of questions regarding incident information.
US Coast Guard National Response Center: 800-424-8802 or 202-267-2675
Oregon Emergency Response System ("OERS"): 800-452-0311 or 503-378-6377
Washington Emergency Management Division ("WEMD"): 800-258-5990 or 360-407-6300

3. MFSA NOTIFICATIONS - MFSA will make the following calls:

Incident Commander: Responsible for leading all aspects of the response. (MFSA designated IC will serve until relieved by the RP Authorized Representative, up to first 24 hours).
Primary Response Contractor: Provides immediate response under direction of IC with pre-staged equipment, vessels, and personnel for containment, recovery, cleanup and disposal.
Vessel Agent: Main point of initial coordination with vessel. Remind vessel of liability & responsibility to have RP Authorized Representative assume IC role within 24 hours.
Qualified Individual: To keep RP apprised of current response, ensure a smooth transition, and coordinate call out of OSRO resources named in Federal VRP as necessary

Figure A.1 ESTIMATE SPILL VOLUME

Use the most accurate information available. If estimates can be made from tank soundings or pump rate calcuations, use those volumes. If no other information is available, the following chart can be used to estimate volumes based on observation.

Standard Term Appearance	Approximate Layer Thickness (in)	Estimated Volume (gallons/sq. mile)
Barely Visible: Barely visible in favorable light conditions	0.0000016	5
Silvery: Visible as silvery sheen on the surface	0.000003	10
Slightly Colored: First trace of color observed	0.000006	20
Brightly Colored: Bands of color are visible	0.000012	42
Dull: Color predominantly dull brown	0.00004	125
Dark: Dark brown	0.00012	380

Consider safety of personnel before approaching spill. Refer to SDS regarding Personal Protective Equipment (PPE).

Figure A.2 SUBSTANTIAL THREAT OF SPILL - Guidance

Substantial Threat of Spill: a "vessel emergency" is defined as a substantial threat of pollution originating from a vessel, including loss or serious degradation of propulsion, steering, means of navigation, primary electrical generating capability, and seakeeping capability.

The following are examples of events that *could result* in a substantial threat of spill:

- Total loss of propulsion, vessel adrift.
- Total loss of steering, vessel adrift or unable to maintain course.
- Vessel grounding, while transiting or at anchor.
- Partial propulsion loss, steering loss, electricity loss, or loss of navigational equipment that results in a vessel being unable to maintain its intended track clear of hazards or other vessels without assistance.
- Fire or flooding on the vessel.
- Collision with another vessel.
- Allision of an unusual/unplanned occurrence (other than normal docking activities).
- Vessel sinking or potential sinking.
- Vessel instability.
- Vessel structural damage or failure that could result in flooding or sinking.
- Explosion resulting in a major vessel structural damage or failure, or a breach of tank containing oil.
- A broken tow wire between a towing vessel and a tank barge that results in a drifting tank barge.

It is the responsibility of the enrolled vessel to determine if a vessel emergency constitutes a substantial threat of spill. If further clarification is necessary on the definition of substantial threat of spill, please contact the MFSA Representative at 503-220-2055.

INITIAL OIL SPILL REPORT (NOTIFICATION) (Fig A.3)

NOTE: It is <u>not</u> necessary to wait for all information before making initial notifications.

Reported by (name, title, telephone number, or monitored radio frequency):		
Vessel name, size, type, country of registry, official number, and call sign (if applicable):		
Towing vessel (if applicable):		
Date / time of incident:	Date / time reported:	Date / time of next report:
Location of incident (by name or river and mile):		
Course, speed, and intended track of vessel:		
Type and quantity of oil onboard:		
Estimate of oil discharged or threat of discharge; details of pollution or potential:		
Nature of incident (e.g. grounding, collision, etc.), and extent of defects / damage:		
Weather and sea conditions on scene:		
Current condition of the vessel:		
Injuries or fatalities:		
ASSISTANCE REQUIRED:		
Other pertinent information (continue on reverse side / extra page, if necessary):		

NOTIFICATIONS COMPLETED

Date / Time:	Reported To:	Notes / Report #:
	MFSA 503-220-2055	
	USCG NRC 800-424-8802 or 202-267-2675	
	OERS / ODEQ 800-452-0311 or 503-378-6377	
	WEMD / WDOE 800-258-5990 or 360-407-6300	
	QI	

<u>NOTE</u>: When significant changes to the initial information occur a follow report is required. Indicate the changes on the report form or separate page and follow up with the parties listed in required notifications on page one.

ADDITIONAL NOTES: