

# PROGRAM PLAN

## Spill Prevention, Preparedness and Response Program 2009-2011

The Spill Program's **vision** is to prevent, prepare for and respond aggressively to oil spills; to be our best for the State of Washington. Our goal is "zero spills". The Spills Program's **mission** is to protect Washington's environment, public health, and safety through a comprehensive spill prevention, preparedness, and response program.

# Table of Contents

---

<b>TABLE OF CONTENTS.....</b>	<b>2</b>
<b>DOCUMENT SUMMARY .....</b>	<b>4</b>
• PROGRAM PLAN.....	4
• STRATEGIC PLAN (APPENDIX 1).....	4
• 2007-2009 STRATEGIC PLAN STATUS REPORT (APPENDIX 2) .....	4
<b>ACRONYMS.....</b>	<b>5</b>
<b>PROGRAM OVERVIEW .....</b>	<b>6</b>
• PROGRAM VISION AND MISSION STATEMENT .....	6
• PROGRAM GOALS.....	6
• PROGRAM OBJECTIVES .....	6
<b>PROGRAM FUNDING.....</b>	<b>8</b>
• BACKGROUND.....	8
• 2009-2011 BUDGET REDUCTION .....	8
• 2009-2011 BUDGET.....	9
<b>WORKLOAD DISTRIBUTION SUMMARY .....</b>	<b>10</b>
• WORKLOAD DISTRIBUTION.....	10
<b>PREVENTION SECTION 2009-11 WORK PLAN .....</b>	<b>12</b>
• VESSEL INSPECTIONS .....	12
• TANK VESSEL PREVENTION .....	12
• RISK MANAGEMENT.....	12
• FACILITY PREVENTION PLANS .....	12
• MOBILE FACILITY RESPONSE PLANS.....	13
• FACILITY OPERATIONS MANUALS, INSPECTIONS/TRAINING CERTIFICATIONS.....	13
• OIL TRANSFER RULE GUIDANCE AND PLANS.....	13
• OIL TRANSFER INSPECTIONS.....	13
• INTRA-AGENCY SUPPORT.....	13
<b>PREPAREDNESS SECTION 2009-11 WORK PLAN .....</b>	<b>14</b>
• CONTINGENCY PLANNING .....	14
• DRILLS.....	14
• PRIMARY RESPONSE CONTRACTOR APPROVAL AND EQUIPMENT VERIFICATION .....	14
• NWAC/NWACP/REGIONAL RESPONSE TEAM (RRT) .....	15
• GEOGRAPHIC RESPONSE PLANS .....	15
• RULEMAKING.....	15
• RESPONSE TECHNOLOGY .....	15
<b>RESPONSE SECTION 2009-11 WORK PLAN .....</b>	<b>16</b>
• SPILL RESPONSE – OIL & HAZMAT .....	16
• SPILL RESPONSE – METH LABS .....	16

- SAFETY/COMPETENCY TRAINING .....16
- RESPONSE TECHNOLOGY .....16
- MAJOR RESOURCE DAMAGE ASSESSMENTS .....17
- COMPENSATION SCHEDULE .....17
- MAJOR RESTORATION PROJECTS .....17
- COASTAL PROTECTION FUND .....17
- DRILLS .....17
- NWAC/NWACP/RRT .....17
- GEOGRAPHIC RESPONSE PLANS .....17
- INTRA- AGENCY SUPPORT .....18
- INTERAGENCY COORDINATION .....18
- CROSS PROGRAM 2009-11 WORK PLAN ..... 19**
- INCIDENT INVESTIGATION/ENFORCEMENT .....19
- INCIDENT MANAGEMENT ASSIST TEAM (IMAT).....19
- MEDIA, EDUCATION, AND TECHNICAL OUTREACH ACTIVITIES.....19
- INTERAGENCY COORDINATION .....19
- PACIFIC STATES/BC OIL SPILL TASK FORCE .....20
- PUGET SOUND PARTNERSHIP .....20
- INTRA-AGENCY SUPPORT.....20
- SUPPORT ACTIVITIES .....21
- PERFORMANCE MEASURES 2009-2011 ..... 22**
- PREVENTION ACTIVITIES.....22
- PREPAREDNESS ACTIVITIES .....22
- RESPONSE ACTIVITIES .....23
- NATURAL RESOURCES DAMAGES ASSESSMENT ACTIVITIES.....23
- PERFORMANCE MEASURES 2007-2009 RESULTS ..... 24**
- PREVENTION ACTIVITY RESULTS.....24
- PREPAREDNESS ACTIVITY RESULTS .....25
- RESPONSE ACTIVITY RESULTS .....25

# Document Summary

---

## ■ Program Plan

The program plan reflects activities that the program is committed to for the 2009-2011 biennium. The purpose of the program plan is to match available staff resources to high priority planned activities. The plan is also the foundation for measuring program performance.

The program plan is widely distributed and is used by the Program Management Team, Agency management, the Legislature, interested parties and the general public. It will be made available on the Department of Ecology's website.

## ■ Strategic Plan (Appendix 1)

The strategic plan is intended to anticipate and actively guide how the Spills Program's work will evolve within the 2 year (2009-2011 biennium) and 6 year (3 biennia) planning horizons. The plan uses recent experience to forecast trends and anticipate issues and workload within known opportunities and constraints. The document is intended to encourage innovative approaches and adaptive management that is a cornerstone of the Spills Program, enabling it to thrive in the current economic recession.

## ■ 2007-2009 Strategic Plan Status Report (Appendix 2)

This document represents a status update on the 2007-2009 Strategic Initiatives and Issues.

# ACRONYMS

---

<b>ANT</b>	=	Advance Notification of Transfer
<b>ATBA</b>	=	Areas to be Avoided
<b>BAP</b>	=	Best Achievable Protection
<b>BC</b>	=	British Columbia
<b>CBRNE</b>	=	Chemical, Biological , Radiological, Nuclear, Explosive
<b>CPF</b>	=	Coastal Protection Fund
<b>DIS</b>	=	State Department of Information Services
<b>DRILLTRAC</b>	=	Drill Training and Competency Program
<b>ECOPRO</b>	=	Exceptional Compliance Program
<b>EPA</b>	=	US Environmental Protection Agency
<b>EIS</b>	=	Environmental Impact Statement
<b>EPIC</b>	=	Employee Plus Information Computer System
<b>ERTS</b>	=	Environmental Response Tracking System
<b>FTE</b>	=	Full Time Equivalent
<b>GRP</b>	=	Geographic Response Plan
<b>HAZMAT</b>	=	Hazardous Material
<b>ICS</b>	=	Incident Command System
<b>IMAT</b>	=	Incident Management Assist Team
<b>JIC</b>	=	Joint Information Center
<b>LEPC</b>	=	Local Emergency Planning Committee
<b>MIS</b>	=	Marine Information System
<b>MOA</b>	=	Memorandum of Agreement
<b>MOU</b>	=	Memorandum of Understanding
<b>NPDES</b>	=	National Pollutant Discharge Elimination System
<b>NRDA</b>	=	Natural Resource Damage Assessment
<b>NWAC</b>	=	Northwest Area Committee
<b>NWACP</b>	=	Northwest Area Contingency Plan
<b>OFM</b>	=	State Office of Financial Management
<b>POSPET</b>	=	Pacific Oil Spill Prevention Education Team
<b>PPE</b>	=	Personal Protective Equipment
<b>PRC</b>	=	Primary Response Contractor
<b>PREP</b>	=	Preparedness for Response Exercise Program
<b>PSWQAT</b>	=	Puget Sound Water Quality Action Team
<b>QA</b>	=	Quality Assurance
<b>RRT</b>	=	Regional Response Team
<b>SAFETRAC</b>	=	Safety Training and Competency Program
<b>SERC</b>	=	State Emergency Response Council
<b>SMART</b>	=	Special Monitoring of Applied Resource Technologies
<b>SOP</b>	=	Standard Operating Procedure
<b>USCG</b>	=	U.S. Coast Guard
<b>UTC</b>	=	State Utilities and Transportation Commission
<b>VEAT</b>	=	Vessel Entries and Transits
<b>WAC</b>	=	Washington Administrative Code
<b>WMD</b>	=	Weapons of Mass Destruction
<b>WRRL</b>	=	Western Regional Response List

# PROGRAM OVERVIEW

---

## ■ Program Vision and Mission Statement

The Spill Program's **vision** is to prevent, prepare for and respond aggressively to oil spills; to be our best for the State of Washington. Our goal is “**zero spills**”. The Spills Program's **mission** is to protect Washington's environment, public health, and safety through a comprehensive spill prevention, preparedness, and response program.

## ■ Program Goals

1. Prevent oil spills from vessels and oil handling facilities.
2. Prepare for oil spill response through planning and drills.
3. Respond to and clean up oil and hazardous material spills.
4. Restore environmental damage caused by oil spills.
5. Provide external communication and service delivery.

## ■ Program Objectives

### *Prevent Pollution*

- Board and inspect covered cargo and passenger vessels to reduce risk of oil spills.
- Inspect oil handling facilities and ensure sound design and safe operations.
- Inspect oil transfer and pre-booming operations.
- Promote voluntary best achievable protection for tank ships and tank barges.
- Investigate the causes of vessels and facility spills and accidents.
- Seek opportunities to eliminate intentional waste oil discharges from vessels.

### *Prepare to Respond to Pollution*

- Enhance the region's spill response capability and maintain the Northwest Area Contingency Plan.
- Approve and maintain oil spill contingency plans from industry sectors and response contractors.
- Evaluate the effectiveness of spill plans using drills and incorporate “lessons learned” to improve plans.
- Improve Ecology's spill response management team with DRILLTRAC, an ICS training and competency program.
- Update Geographic Response Plans that describe strategies to minimize impacts from oil spills to our natural, cultural and economic resources.
- Maintain the Response Equipment Cache program by training local responders and replenishing equipment when it is used.

### *Respond to and Clean Up Pollution*

- Rapidly respond to and clean up oil and hazardous material spills, 24 hours/day from 6 regional/field offices.
- Build response capability at the local level.
- Cleanup, removal and disposal of chemicals associated with methamphetamine drug labs.
- Remove and properly dispose of chemicals associated with methamphetamine drug labs.

- Continue to develop and incorporate oil spill remote sensing and tracking capabilities.

#### *Restore Environmental Damage*

- Implement the Natural Resource Damage Assessment (NRDA) Program.
- Use the Coastal Protection Fund to finance environmental projects.

#### *Improve External Communication and Service Delivery*

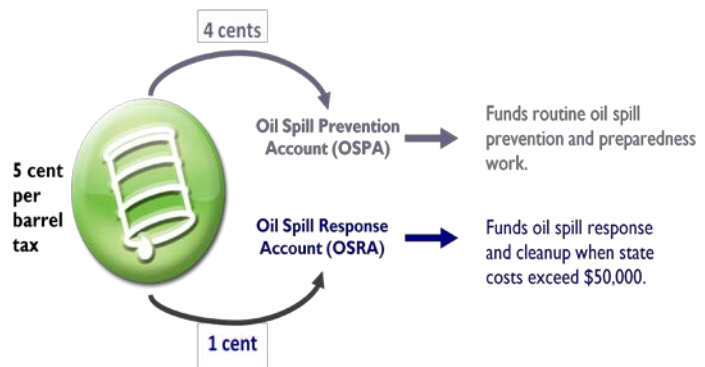
- Enhance partnerships with all stakeholders.
- Further program goals through education and outreach.
- Develop electronic tools and data systems for monitoring and tracking program effectiveness.
- Ensure data quality and integrity through quality assurance in data collection and analysis consistent with Agency policies and procedures.
- Provide timely, accurate information to the public and media about emergency response incidents.

# PROGRAM FUNDING

## ■ Background

In the wake of the 1988 *Nestucca* fuel barge spill in Washington and the catastrophic 1989 *Exxon Valdez* tanker spill in Alaska, the 1991 Washington Legislature created two dedicated accounts to fund the Department of Ecology's oil spill prevention, preparedness, and response activities.

These two accounts are the **Oil Spill Prevention Account (OSPA)** and **Oil Spill Response Account (OSRA)**. These accounts receive revenue from what is commonly known as the barrel tax. The current barrel tax is 5 cents per barrel (42 gallons) of oil imported into the state. Of this 5 cent per barrel tax, 4 cents goes into the OSPA and one cent goes into the OSRA.



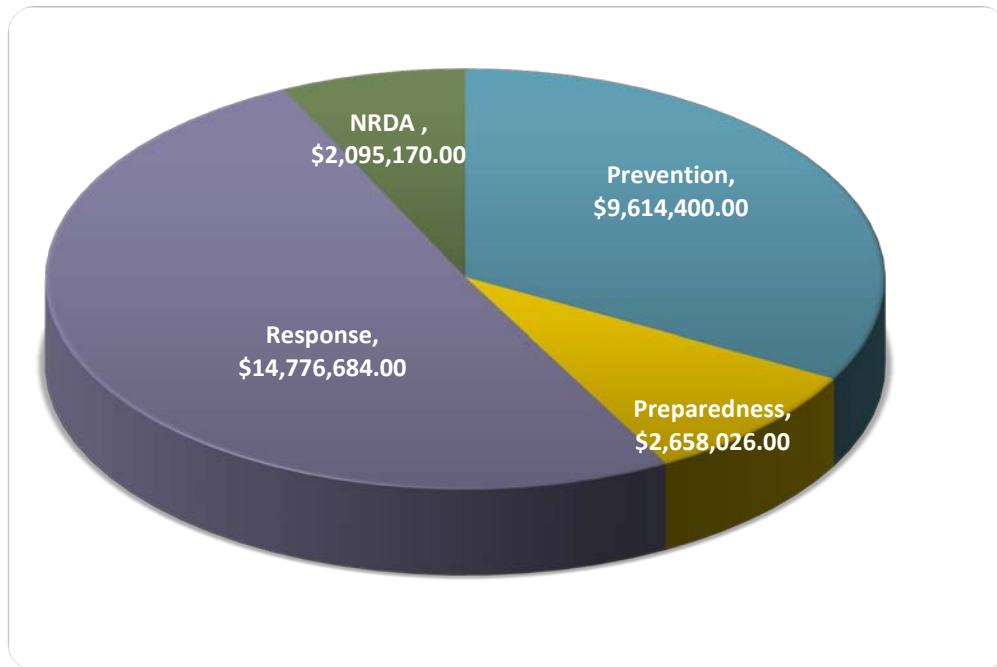
The Department of Ecology and the Department of Fish and Wildlife receive appropriations from the Oil Spill Prevention Account. Ecology's appropriation from the Oil Spill Prevention Account funds prevention, preparedness and natural resource damages assessment activities. These activities include facility and vessel inspections, oil transfer monitoring, contingency plan reviews, spill readiness drills and natural resource damages assessment on spills to water.

The program's response activities are primarily funded out of the **State Toxics Control Account** which funds our routine oil and hazardous materials spill response activities. The OSRA is used to pay for oil spill response and cleanup when the state costs are anticipated to exceed \$50,000.

## ■ 2009-2011 Budget Reduction

The Spills Program's budget appropriation for the 2009-2011 biennium has been reduced by approximately \$2 million as a result of revenue shortfall in the OSPA. This reduction has resulted in the elimination of 8 Full Time Equivalent employees in the area of contingency planning and drills, vessel and facility inspection and rulemaking. This is a significant impact to our program that will result in reduction of key activities in preventing and preparing for oil spills.

## ■ 2009-2011 Budget



**Note:** Prevention budget includes \$3.6 million for response tug at Neah Bay.

**Note:** Response budget includes \$7,054,778 from the Oil Spill Response Account (OSRA) for cleanup of major spills.

**Note:** NRDA budget includes \$1,556,000 for Coastal Protection Fund used in grants and contract for restoration projects.

# WORKLOAD DISTRIBUTION SUMMARY

## Workload Distribution

The Spills Program has developed a matrix to display the distribution of its staff. The number of staff “full-time equivalents” (FTEs) are shown according to the “activity” to which they are assigned, as well as according to the organizational unit, called a “section” in which they are supervised.

<b>Program Activity</b>	
<b>Prevention Activities</b>	
Vessel inspections	4
Tank vessel prevention	0.5
Risk management	0.1
Facility prevention plans and operations manuals	0.75
Mobile facility response plans	0.4
Facility inspections and training certification	0.4
Oil transfer rule guidance and plans	0.5
Oil transfer inspections	3.25
<b>Subtotal</b>	<b>9.9</b>
<b>Preparedness Activities</b>	
Contingency planning	1.2
Drills	3.6
Primary Response Contractor approval and equipment verification	0.6
Northwest Area Committee / Regional Response Team	0.75
Geographic Response Plans	1.5
Response Technology	0.4
<b>Subtotal</b>	<b>8.05</b>
<b>Response Activities</b>	
Spill response – Oil and hazmat*	13.4
Spill response – Meth labs*	4.4
Safety/Competency training	1.8
<b>Subtotal</b>	<b>19.6</b>
<b>Natural Resource Damage Assessments</b>	
Major resources damage assessments	0.5
Compensation schedule	0.8
Major restoration projects	0.2
Coastal Protection Funds projects	0.2
<b>Subtotal</b>	<b>1.7</b>
<b>Cross Program Activities</b>	
Incident investigations / enforcements	4.7
Incident Management Assist Team (IMAT)	1.35
Interagency Coordination	0.75

Pacific States/BC Oil Spill Task Force	0.45
Legislation	0.9
Intra-agency teams	1.45
<b>Subtotal</b>	<b>9.6</b>
<b>Media, Outreach, Education and Technical Assistance</b>	
Public information /media relations	0.7
Education and technical outreach	2.95
Program website	0.55
<b>Subtotal</b>	<b>4.2</b>
<b>Support Activities</b>	
Supervision	5.55
Program and strategic planning	0.85
Performance measures	0.95
Budget planning	1.35
Policy Development and SOPs	1.35
Information system development	1.7
Administrative support	5.4
<b>Subtotal</b>	<b>17.15</b>
<b>Total</b>	<b>70.2</b>

\* **Note:** Total of FTE includes overtime allocation.

# PREVENTION SECTION 2009-11 WORK PLAN

---

## ■ Vessel Inspections

- Screen cargo and passenger vessels 300 gross tons or more to determine highest potential risk.
- Board and Inspect the targeted (~35%) cargo, passenger, and fishing vessels 300 gross tons or more to determine substantial risk.
- Increase emphasis on vessel oily waste handling inspections and waste management recordkeeping.
- Work with USCG and UW Sea Grant to increase fishing vessel inspections and pollution prevention examinations.
- Conduct fewer unannounced vessel spill notification inspections.
- Monitor vessel activities and coordinate vessel inspections/response actions with the USCG.
- Enter vessel inspection data and information in the MIS and maintain complete records for each vessel inspected.
- Pursue joint training, seminars, and projects with the USCG and Pacific States/BC Oil Spill Task Force.
- Vessel Non-Oil Pollution:
  - Monitor information and government/private sector initiatives to prevent vessel pollution other than oil, including EPA NPDES rules related to Vessel General Permits.
  - Coordinate on cruise ship issues, including implementation of the MOU.
  - Provide maritime expertise and policy advice to the Attorney General's Office.

## ■ Tank Vessel Prevention

- Review and approve tank vessel oil spill prevention plans for voluntary compliance with state Best Achievable Protection (BAP) standards and/or Exception Compliance Program (ECOPRO) standards.
- Market and encourage participation in VBAP/ECOPRO to all tank vessel owners and operators.
- Maintain tank vessel prevention plans and enter changes in MIS to ensure accountability and accuracy.

## ■ Risk Management

- Continue to coordinate implementation of the North Puget Sound Risk Management Plan through USCG pollution Prevention Protocols.
- Prepare marine oil transportation risk data/criteria.
- Assist in review and implementation of industry-managed Neah Bay emergency response vessel

## ■ Facility Prevention Plans and Operations Manuals

- Determine standard for risk assessment in prevention plans.
- Emphasize the review, approval, and maintenance of oil handling facility oil spill prevention plans for completeness and compliance with BAP standards.
- Maintain oil handling facility operations manuals for compliance with state standards.

## ■ Mobile Facility Response Plans

- Continue the review, approval and maintenance of mobile response plans. This work is being shifted from the Preparedness Section to the Prevention Section.
- Enhance field verification of alternative measures.

## ■ Facility Inspections and Training Certifications

- Conduct limited oil handling facility inspections to confirm compliance with design and operation standards, operations manual, and certified training programs.

## ■ Oil Transfer Rule Guidance and Plans

- Continue to identify and locate newly regulated entities resulting from the Oil Transfer Rule.
- Continue to develop guidance and procedures to implement the Oil Transfer Rule.
- Review and approve equivalent compliance plans to meet Oil Transfer Rule requirements, as required.

## ■ Oil Transfer Inspections

- Conduct inspections and monitoring of vessels and facilities involved in transferring oil to confirm compliance with the Oil Transfer Rule.
- Continue monitoring industry for consistent application of pre-booming and alternative measures requirements.
- Develop coordination and cooperation with USCG inspectors per the Ecology and Coast Guard protocols to the extent practicable.

## ■ Intra-agency Support

- Work with Ecology's Water Quality program to use the 401 certification process to address spill issues at hydroelectric facilities.
  - Participate in joint field inspections
  - Develop project-specific permit conditions
  - Participate in permit negotiations
  - Monitor implementation and long-term compliance of permit conditions
  - Identify additional capacity to complete this work.

# PREPAREDNESS SECTION 2009-11 WORK PLAN

---

## ■ Contingency Planning

- Transition mobile facility response plan review, approval and field verification for mobile facilities to the Prevention Section to maintain.
- Continue to implement the revised Contingency Plan Rule:
  - Work with oil companies that are in transition to keep plans current.
  - Make decisions on alternative planning standards.
  - Publish a new guidance manual for plan review and approval.
- Review and approve contingency plan updates submitted for the emergency response tug at Neah Bay.
- Continue to improve wildlife rescue and rehabilitation capability and ensure that all regulated industry sectors can meet the new rule standards.
- Manage potential new workload around non tank vessel plans should the umbrella plans reduce their enrollment.
- Review response equipment maintenance records and ensure that the maintenance programs described in the plans are implemented.
- Provide ongoing technical assistance on contingency plans.
- Ensure State/federal coordination on plan issues.
- Maintain the MIS Contingency Plan Module.
- Seek opportunities to enhance the existing fishing vessels of opportunity programs.
- Develop and market model oil spill plans for marinas.

## ■ Drills

- Enhance participation in field equipment deployment drills. Continue to work with plan holders to design these drills, broaden their scope and scale, vary drill locations and environments, and document personnel training, equipment maintenance and performance.
- Evaluate deployment drills using Ecology's current standards and act on any important "lessons-learned."
- After December 2009, include the Neah Bay response tug and the new oiled wildlife care mobile structures in deployment drills.
- Continue increased emphasis on drills to verify GRP strategies and capture lessons learned.
- Delay the development of the mobile facility drill program until 2011.
- Reduce efforts in the areas of design, participation, and evaluation of worst-case scenario oil spill drills and annual tabletop exercises. Industry will self-certify tabletop drills, generally following the federal model.
- Conduct fewer unannounced vessel spill notification inspections. This activity is conducted by prevention inspectors to support contingency plan review.
- Publish a new guidance manual for drills and drill design.

## ■ Primary Response Contractor Approval and Equipment Verification

- Conduct PRC application review and approval.

- Continue inspection of PRC equipment and records.
- Continue tracking PRC equipment and personnel status.
- Review response equipment maintenance records.
- Maintain MIS response contractor module.
- Maintain and develop WRRL including capability to produce maps showing distribution of equipment statewide.
- Provide WRRL training for program staff.

### ■ **NWAC/NWACP/Regional Response Team (RRT)**

- Continue the re-scoping project for the Area Plan.
- Contribute to annual plan revisions and maintenance.
- Continue membership on NWAC steering committee or workgroups.
- Provide leadership in NWAC policy development on in-situ burn, bio-diesel, ethanol, and places of refuge.
- Contribute towards development of the Logistics chapter.

### ■ **Geographic Response Plans**

- Develop, revise, and implement GRPs as part of the NWACP.
- Develop new chapters on economic resources at risk from spills.
- Continue to develop facility-specific GRPs which become part of each facility's contingency plan.
- Provide technical assistance on GRPs to response community and Washington citizens.
- Provide guidance for industry on which GRPs are top priorities for testing and ensure a system to capture lessons learned from deployments is in place.
- Initiate and coordinate enhancements and maintenance of the ArcReader project and the GRP automation system.
- Develop the interface to enable other agencies to use the GRP automation system.

### ■ **Rulemaking**

- Maintain the rules master plan (at program level), but discontinue rule making activities.

### ■ **Response Technology**

- Test oil spill early assessment systems through drills.
- Test Ecology owned oil tracking devices through drills.
- Ensure maximum effective recovery with existing mechanical recovery assets and systems.
- Monitor emerging technologies.

# RESPONSE SECTION 2009-11 WORK PLAN

---

## ■ Spill Response – Oil & Hazmat

- Continue to provide rapid emergency oil and hazardous material response 24 hours a day from six regional/field offices.
- Provide response and safety training to Ecology responders and local partners.
- Coordinate spill response activities with federal, state, and local governments.
- Conduct environmental sampling to assess pre- and post-spill impacts.
- Provide technical assistance to companies and individuals with routine spill questions.
- Maintain the current Local Government Equipment Caching Program.
- Continue training for local equipment cache recipients.
- Manage emergency response contracts and contractors.

## ■ Spill Response – Meth Labs

- Continue responding to meth labs and removing waste that poses an imminent and substantial threat to human health and the environment.
- Recover, assess, process, package, label, manifest and properly dispose of hazardous wastes associated with meth labs.
- Provide meth lab education and technical assistance.
- Coordinate cleanup activities with federal, state, and local agencies.
- Support and participate in local HazMat exercises.

## ■ Safety/Competency Training

- Implement the safety and competency training program (SAFETRAC).
- Continue the training and certification of Spills Program trainers.
- Identify and attend external training offered for oil and hazmat response.
- Build emerging health and safety threats from evolving meth lab methodologies into the safety training program.
- Organize, perform, and attend the annual Response Training Workshop.
- Develop a standardized training program for new responders.

## ■ Response Technology

- Evaluate innovative and emerging technologies which would assist Ecology respond to, assess, and clean-up spills more effectively.
- Evaluate and incorporate remote sensing technology that proves effective at detecting oil spills, particularly at night and in the fog.
- Evaluate pollution recovery systems to determine efficacy and to make improvements to Washington response policy.
- Evaluate conventional and mechanical oil spill recovery systems in order to make them more effective.
- Continue to implement the training plan for remote sensing technology and for IMAT.
- Develop strategies to improve the on-water recovery rates.

## ■ Major Resource Damage Assessments

- Participate in the Joint Assessment Team initiative designed to bring regulated oil handling facilities and tribal, state, and federal agencies together to find common ground on damage assessment information.
- Continue to develop the TRAP team.
- Develop ephemeral data collection plans at high-risk locations.
- Refine NRDA protocols through leadership on the RDA committee or other spill specific trustee councils.
- Continue to process new damage assessments as determined by the RDA committee.

## ■ Compensation Schedule

- Prepare and resolve compensation schedule claims.

## ■ Major Restoration Projects

- Approve/oversee responsible party restoration projects for both NRDA compensation or as a supplemental environmental project based on a penalty.
- Conduct follow-up visits to restoration projects for efficacy of the plan as outlined in the contract.

## ■ Coastal Protection Fund

- Track CPF account balances.
- Oversee existing CPF contracts for restoration projects.
- Continue to coordinate with stakeholders and make CPF restoration investments in the highest priority environments.

## ■ Drills

- Reduce participation in tabletop drills.
- Assist with evaluation of oil spill equipment deployment drills.

## ■ NWAC/NWACP/RRT

- Support ongoing NWAC and Workgroup work.
- Provide NWACP training/outreach to local, state, federal, tribal, and other organizations.
- Provide input on plan revisions and maintenance.
- Participate with membership on NWAC workgroups.
- Assist in the development of NWAC policy.
- Continue development of the Columbia and Snake River Spill Response Initiative.
- Evaluate and incorporate remote oil spill sensing and tracking technologies, particularly those that are effective at night or in foggy conditions.

## ■ Geographic Response Plans

- Participate in GRP planning for new GRPs and updating existing GRPs.
- Assist with verifying GRP strategies through drills and response contractor deployment efforts.

## ■ Intra- Agency Support

- Provide technical assistance and air monitoring equipment expertise to Hazardous Waste and Toxic Reduction Program.
- Assist the Water Quality Program with the development of oil spill prevention, preparedness and response requirements for hydroelectric facilities.
- Participate in statewide and agency-wide emergency management initiatives, such as the CBRNE/hazmat regional team development project.

## ■ Interagency Coordination

- Support LEPCs by attending meetings, participating in exercises and assisting with updating local emergency response plans.
- Support the DNR Derelict Vessel Removal Program.

# CROSS PROGRAM 2009-11 WORK PLAN

---

## ■ Incident Investigation/Enforcement

- Investigate vessel and facility incidents and spills to determine causes and contributing factors, and spill volume.
- Conduct enforcement actions resulting from incident investigations, including regulated vessels and facilities and non-regulated entities.
- Conduct post incident reviews, debriefs and capture lessons learned.
- Maintain enforcement database and produce quarterly reports for the Leadership Team.
- Update and maintain investigation and enforcement policies and processes that are consistent with Agency and Program policies.

## ■ Incident Management Assist Team (IMAT)

- Conduct IMAT drills for identified positions.
- Update Ecology's ICS manual (DRILLTRAC) and develop a credentialing program for the Incident Management Assist Team.
- Continue training staff to participate on the IMAT.
- Assign staff to lead IMAT functions and develop/refine response tools.

## ■ Media, Education, and Technical Outreach Activities

### *Media, Education, and Technical Outreach Activities*

- Provide timely, accurate information to the public and media about emergency response incidents.
- Publish Vessel Entries and Transits (VEAT) and Spill Scene.
- Develop prevention bulletins, safety advisory bulletins, and other educational/technical outreach materials based on investigation results and trends.
- Publish compliance guides, focus sheets and Prevention Safety Bulletins.
- Participate in the Clean Marina Initiative and Green Boating.
- Participate in POSPET Activities including the Spills Aren't Slick Campaign.

### *Program Webpage*

- Maintain the Spills Program website to provide relevant, coordinated content that is easy to locate and understand.
- Enhance Spills communications and outreach via online social media tools.
- Create accurate, thorough and timely incident web pages for new spills.
- Anticipate, coordinate and spotlight "Special Focus" opportunities (prominent spill anniversaries, lessons learned, etc.).

## ■ Interagency Coordination

- Participate on the Washington State Board of Pilotage Commissioners.
- Participate on the Olympic Coast National Marine Sanctuary.
- Implement pollution prevention protocols with U.S. Coast Guard District 13.

- Participate on the Harbor Safety Committees.
- Coordinate spill prevention, preparedness and response efforts with the USCG at all levels, including National Strike Force, and with the EPA, and the Office of Pipeline Safety.
- Coordinate with Washington State Maritime Cooperative/Burrard Clean reciprocal coverage for vessels.
- Participate on the Puget/Georgia Sound International Task Force.
- Participate and coordinate with WUTC on statewide pipeline issues.
- Participate with State Emergency Response Council (SERC), Local Emergency Planning Committees (LEPCs), etc.
- Coordinate and support development of comparable spill preparedness programs in Oregon and British Columbia to protect shared waters.
- Coordinate and support other state and local government agencies.
- Coordinate resource trustee issues with WDFW, WDNR, Parks, DAHP, DOH, USDOJ, and the NOAA.

### ■ Pacific States/BC Oil Spill Task Force

- Continue to support and coordinate Task Force work to strengthen state and provincial abilities to prevent, prepare and respond to oil spills.
- Implement and maintain the Oil Spill Task Force Spill and Incident Reporting Database.
- Use and maintain POSPET (focus on recreational boating and marinas pollution prevention education and outreach).
- Participate in ICS coordination work group.

### ■ Puget Sound Partnership

- Work closely with the Puget Sound Partnership and stakeholders to develop strong advisory and support mechanisms for oil spill prevention and response.
- Develop and implement a long term strategic work plan and public involvement process to accomplish the state's legislative goals.
- Establish a communication "bridge" between the Puget Sound Partnership and the Northwest Area Committee/Regional Response Team and Harbor Safety committees.

### ■ Intra-agency Support

The following is a list of Ecology teams, workgroups, guidelines and policies which Spills Program staff participates in, supports and implements.

- Communication and Education Group.
- Sustainability.
- Plain Talk principles.
- Safety.
- Engineering.
- Technical Resources for Engineering Efficiency (TREE).
- Enforcement Team.
- Environmental Justice Team.
- Sound Advisory Group of Ecology (SAGE).

- Business Advisory Team (BAT).
- State Environmental Policy Act (SEPA).

## ■ Support Activities

### *Supervision*

- Maintain a positive work environment.
- Blend the Ecology Code of Conduct into everyday activities.
- Provide effective employee training and career development.
- Monitor employee leave and timekeeping.
- Monitor employee salaries and benefits.
- Complete accurate and timely annual employee evaluations.

### *Program and Budget Planning/Performance Measures*

- Develop program and strategic planning for biennial budgets.
- Develop work plans and workforce management plans.
- Develop performance measures that are tied to strategic goals and objectives.
- Maintain and report performance measures for internal and external stakeholders.
- Develop and manage program budget and monitor revenue source for the program.

### *Policy Development/Standard Operating Procedures (SOPs)*

- Develop and maintain program SOPs consistent with agency guidance.
- Ensure policies are coordinated between sections and regional units.

### *Information System Development*

- Integrate performance metrics within MIS and ERTS reporting features.
- Monitor MIS and ERTS data entry to ensure accuracy and consistency.
- Use the tracking and reporting system for improved coordination of Investigations, Natural Resource Damage Assessment, Enforcement & Cost Recovery (INEC) activities.
- Continue to enhance various data systems, e.g., MIS, & ANT to improve work processes, tracking and data quality.

### *Maintain and Improve Administration*

Maintaining a high level of efficiency in these activities ensures administrative support critical to the needs and success of the program.

- Office management and administrative support.
- Visitor and caller reception.
- Data entry.
- Travel/Transportation.
- Correspondence and files management.
- Supplies and equipment.
- Time accounting.
- Purchasing.
- Public Disclosure.
- EPIC coordination.

# PERFORMANCE MEASURES 2009-2011

---

The Program uses performance measures to track the progress and gauge how the results are meeting the goals and mission of the program. The following performance measures are for both internal and external audiences. The internal measures are used by program management for program planning. The external measures are reported to the Office of Financial Management (OFM) and used for the Government Management Accountability & Performance (GMAP).

## ■ Prevention Activities

### *Expected Results:*

Strive to achieve zero oil spills from vessels and oil handling facilities. Minimize or prevent spills through risk management, investigation and causal analysis of marine accidents, the Neah Bay Emergency Response vessel, and targeted inspections.

- Reduced number of oil spills entering surface waters, particularly from marine sources.
- Reduced total volume of oil entering surface waters to less than 1 gallon for each 100 million gallons transferred over water.
- Reduced percentage of vessel and oil transfer accidents resulting in or potentially leading to spills by:
  - Boarding and inspecting targeted high priority vessels and facility operations.
  - Engaging the Neah Bay standby emergency response tug to assist vessels as needed.
- Increased tanker and tank barge enrollment in the Exceptional Compliance Program focused on improved vessel safety and environmentally secure operations.
- Reduced incidence of intentional waste oil discharges at sea from vessels.

### *Performance Measures:*

- Number of spills to surface water from all sources. (External measure)
- Total volume of oil spilled to surface waters from all sources. (External measure)
- Percent of potential high-risk vessels boarded and inspected. (External measure)
- Number of equivalent compliance requests received and approved. (External measure)
- Gallons of oil spilled to surface waters during oil transfers for each 100 million gallons of oil transferred. (External measure)
- Percent of regulated marine oil transfer operations inspected. (External measure)

## ■ Preparedness Activities

### *Expected Results:*

The agency and regulated community are fully prepared to promptly respond to oil spills and to ensure damages from spills are minimized.

- Compliance with the Industry sponsored Neah Bay response tug is documented in approved vessel contingency plans.
- Two Geographic Response Plan chapters are updated.
- The on-going maintenance of response equipment is documented by Industry and records are verified by Ecology.

- Ecology targets oil spill related outreach efforts to local governments in coastal communities.

#### *Performance Measures:*

- Percent of privately and publicly owned response equipment inspected, deployed and/or verified. (External measure)
- Percent of compliance with drill requirements in three year drill cycle. (Internal measure)

### ■ Response Activities

#### *Expected Results:*

Oil spills, chemical spills and methamphetamine labs are responded to and cleaned up rapidly to protect public health, natural resources, and property.

- Spill response capability is maintained 24 hours/day and seven days/week throughout the state.
- All high-priority spills receive immediate action. All other reported oil and hazardous materials spills are responded to within 24 hours from the time they are reported.
- Approximately 3,700 annual spill reports are managed.
- Improved percentage/volume of spilled oil recovered.

#### *Performance Measures:*

- Percent of reported incidents that receive field responses by Spills staff. (External measure)

### ■ Natural Resources Damages Assessment Activities

#### *Expected Results:*

The environmental impacts from oil spills to publicly-owned natural resources are mitigated (compensated for) using damage assessment funding.

- Natural Resource Damage Assessment is done on 100 percent of oil spills where 25 or more gallons reach surface waters.
- Priority wildlife habitat is restored and protected using natural resource damage funds.

#### *Performance Measures:*

- Percent of completed restoration projects that meet plan specifications. (External measure)

# PERFORMANCE MEASURES 2007-2009 RESULTS

The performance results listed below highlight the core activities of the Spills Program during the 2007-2009 biennium. Some of these measures are reported externally to the Office of Financial Management (OFM) and used by the Government Management Accountability and Performance (GMAP). The results are based on fiscal year calculations ranging from July 1, 2007 to June 30, 2009.<sup>1</sup>

## ■ Prevention Activity Results

The Department of Ecology works with the regulated community and others to minimize the environmental threat of oil spills from vessels and oil handling facilities by focusing on human procedural and organizational factors. This work is carried out through the following core activities:

- Inspecting vessels and monitoring oil handling facility transfers.
- Boarding vessels for educational and compliance purposes.
- Overseeing oil transfer operations, requiring and reviewing operations manuals and prevention plans.

The following table shows the results from the core prevention activity of vessel and facility inspection for 2007-2009.

<b>Prevention Table 1: Vessel and facility inspections.</b>	<b>July 1, 2007 – June 30, 2008</b>	<b>July 1, 2008 – June 30, 2009</b>
<b>Vessel Inspections</b>	519	542
Total number of vessels entering WA waters	4115	3841
Percentage of vessels entering WA waters that are inspected only for substantial risk (vessel inspection only)	12.6%	14.0%
Percentage of vessel inspections that assess compliance	2.7%	3.8%
Percentage of vessel inspections that are informational	9.8%	10.2%
<b>Oil Transfer Inspections (Vessels and Facilities)</b>	1443	1623
Total number of oil transfer operations reported (ANT)	16032	13794
Percentage of oil transfer operations inspected	9.0%	11.7%

### NOTES:

Target oil transfer inspections = 10% of regulated oil transfer operations.

Target vessel inspections = New target for the 2009-2011 biennium is 500 inspections on covered vessels (annually); 400 being compliance inspections.

\* First year of Oil Transfer Rule implementation. Rule was adopted in September of 2006.

**ANT** = Advance Notification of Transfer.

<sup>1</sup>Program planning cycle is based on fiscal year calculations.

## ■ Preparedness Activity Results

Operators of large commercial vessels and oil handling facilities are required to maintain state-approved oil spill contingency plans to ensure they can rapidly and effectively respond to major oil spills. State planning standards ensure equipment and response personnel are strategically staged throughout the state. This work is carried out through the following core activities:

- Staff review and approve the contingency plans and ensure that plan holders and spill response contractors maintain their readiness through scheduled and unannounced drills.
- Partnerships are developed and maintained with other agencies to maintain a regional contingency plan that guides how spills are managed in the Northwest.
- Develop geographic- response plans in consultation with other natural resource experts and communities.

The following table shows the results from the core preparedness activity of conducting drills for 2007-2009.

<b>Preparedness Table 1: Number and types of drill conducted.</b>	<b>July 1, 2007 – June 30, 2008</b>	<b>July 1, 2008 – June 30, 2009</b>
Spills Management Annual Tabletop Drills	20	18
Worst Case Scenario Tabletop Drills	12	10
Deployment Drills	70	63
Geographic Response Plans Tested	29	62
Deployment Drill Credit for Actual Spills	3	1
Major Unannounced Drills	1	0
Unannounced Notification Vessel Drills	450	529
Ecology Drills	3	2
<b>Total Drills</b>	<b>588</b>	<b>685</b>

## ■ Response Activity Results

Oil and hazardous materials spills present a danger to human health and the environment. The agency is responsible for rapidly responding to and overseeing the cleanup of oil spills, hazardous material incidents, methamphetamine drug labs, and assisting other "first response" organizations during Weapons of Mass Destruction (WMD) incidents. This work is carried out through the following core activities:

- 24-hour-a- day statewide response capability from six field offices.
- Coordinate with local, state, and federal law enforcement agencies for methamphetamine drug lab cleanup.
- Compliance actions for violations related to oil and hazardous material spills.

The following table shows the results from the core response activity of responding to incidents for 2007-2009.

<b>Response Table 1: Number of reported incidents and the number of field response conducted.</b>	<b>Total number of reported incidents</b>	<b>Percentage of field responses conducted*</b>
July 1, 2007 – June 30, 2008	3837	29.3%
July 1, 2008 – June 30, 2009	3641	32.2%

Target for field response = 30% \*\*

**NOTES:**

\*\*Targets are set based on the average number of reported incidents (~ 3800 annually) and staff resources available.

All high-priority spills receive immediate action. All other reported oil spills, regardless of their size, are responded to within 24 hours from the time they are reported.

Every incident reported receives a response action that ranges from technical assistance by phone, on-scene cleanup, or a follow-up site visit.

\* A “field response” is a spill report where Ecology staff is mobilized to directly assess impacts and manage cleanup actions.