



**MEDITERRANEAN ACTION PLAN (MAP)
REGIONAL MARINE POLLUTION EMERGENCY RESPONSE CENTRE FOR THE
MEDITERRANEAN SEA (REMPEC)**

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to Major Oil Spill in the Mediterranean Sea

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DRAFT IMO INTERNATIONAL OFFER OF ASSISTANCE GUIDELINES

Note by the Secretariat

SUMMARY

Executive Summary: This document presents draft Guidelines for the management of international Offers of Assistance, as developed by the correspondence group established by the OPRC-HNS Technical Group. The purpose of the guide is to provide advice, strategies and considerations to any nation confronted with response to large or complex oil-spill incidents as a tool to assist in managing both requesting spill response resources from other countries and in managing offers of assistance coming from other countries. Part II of this document serves to create a common lexicon of equipment terminology and proposals for integrating international equipment inventories.

Action to be taken: As indicated under agenda item 12, 13 and 14.

Related documents: -

Introduction

The Guidelines on international Offers of Assistance (IOA) are designed for use by any nation confronted with the response to large or complex oil-spill incidents as a tool to assist in managing requests of spill response resources and offers of assistance from other countries and organizations. These guidelines could be utilized during large or complex oil spills within inland areas, as well as marine or coastal environments. The Guidelines are not prescriptive, rather they are meant as a tool to assist as needed. They are designed to be a living document and will be updated as needed.

INTERNATIONAL OFFERS OF ASSISTANCE GUIDELINES

ANNEX 1:

EQUIPMENT CONSIDERATIONS AND SUGGESTED PRACTICES WHEN EMPLOYING INTERNATIONAL OFFERS OF ASSISTANCE (IOA) DURING A CATASTROPHIC OIL SPILL

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I. EQUIPMENT CONSIDERATIONS AND BEST PRACTICES DURING IOA UTILIZATION

In the midst of a catastrophic oil spill, having the appropriate response equipment at the exact time and location needed, throughout the duration of the response, is crucial. Facility in acquiring essential equipment from within the affected nation may not be enough to provide all the needed resources to manage an effective response. Obtaining critical response resources from international sources must be done in a coordinated manner, with a comprehensive process that allows for a number of key considerations.

RESPONSE EQUIPMENT STOCKPILES AND SOURCES

When sourcing equipment for catastrophic, Tier 3 responses, once internal and regional sources have been exhausted or are expected to be exhausted, consideration should be given to the current range of dedicated oil spill response equipment sources, including a number of significant equipment caches located around the world. Each of these significant equipment caches has some sort of manager well-versed in their equipment inventories. Though a dedicated equipment cache may initially appear to present a myriad of equipment choices, equipment managers should be readily able to match equipment they manage to the specific type of spill response equipment requested. Equipment managers likely also understand regulatory requirements governing the extent to which their inventory can be drawn down and still meet contractual and regulatory obligations. Moreover, equipment managers can ascertain costs, conditions and logistics of supplying equipment to a requestor, indicating that existing oil spill response caches are, in most cases, the best source to obtain needed critical spill resources when the use of the IOA process is necessary.

In addition to large caches of dedicated spill response resources, other equipment sources include equipment manufacturers, government agencies or facilities, and private parties (including oil company facilities and stockpiles). Though these entities may have the needed resources, they may not operate in an emergency response timeframe. When implementing the IOA Guidelines to obtain equipment from some of these sources, expectations may need to be appropriately adjusted that such sources may not immediately provide response assets. There may be additional time required for these entities to determine exact quantities and types of equipment that could be released in order to remain compliant with contractual or regulatory obligations. Also, these entities may not have established mechanisms for issues such as compensation, transportation and other necessary aspects of transferring needed equipment to the affected nation.

EQUIPMENT NEEDS ARE UNIQUE AND SPECIALIZED

Spill response equipment is, for the most part, very specialized. During a catastrophic oil spill when a nation needs to utilize the IOA process to obtain critical, limited response resources, the needs will, in most cases, be highly specific and likely limited to a small range of equipment types. For this reason, not all equipment offered will be useful, so not all pieces of equipment offered should be accepted. Acceptance of unsuitable equipment typically results in overwhelming the logistics supply chain and staff and responders working on equipment acquisition. In a Tier 3 spill, time to obtain these critical resources is heavily taxed. Those working to procure needed equipment are primarily looking to obtain the greatest return for the least investment of time. Initially, acquisition is typically focused on moving large volumes of response equipment from known, dedicated, concentrated caches (or even from known manufactures) versus collecting small amounts of equipment from an array of sources.

CHOOSING THE BEST SOURCE FOR EQUIPMENT

International offers from assisting nations and entities, while generous and in cases very helpful, each need to be evaluated for efficiency and amount of effort needed to accept and deploy the assets offered.

As an example, if 80,000 feet of oil spill boom is needed, the costs, logistics, and timing issues can vary greatly according to the range of sources offering that equipment. In one case, this boom could be purchased from one international manufacturer and loaded onto a cargo plane for immediate delivery. In another case, this boom could be acquired from 16 separate international sources offering 5,000 feet of boom each, to achieve the necessary 80,000 feet. Those personnel tasked with acquiring this set of necessary equipment are faced with a challenge. On the whole, the simplest and most expeditious choice would be to order the entire lot from the manufacturer – which would minimize the effort, logistics, and transportation challenges. The International Offers technical personnel need to have the discretion to accept and refuse offers as appropriate.

Regardless of the source selected, an important component of the overall IOA Guidelines is that an appropriate and timely acknowledgement to those international entities offering assistance should be completed in a manner that is consistent with maintaining good will.

TECHNICAL ASSISTANCE VS. HUMANITARIAN AID

International Offers of Assistance most often refers to humanitarian aid such as food, water and shelter. Typically, this type of relief is provided without charge because it is essential to the survival of populations hit by a disaster. Such relief is usually mobilized quickly and accepted readily by the impacted region. Despite logistics and supply chain challenges, prompt delivery of this type of aid is the overarching goal. When concern for the welfare of others takes the form of international cooperation and collaboration, the resulting aid goes a long way to alleviate the suffering of victims.

International Offers of Assistance with respect to oil spill responses are quite a different matter. Whereas offers of foreign humanitarian assistance are rarely declined, offers of oil spill response equipment in the wake of a catastrophic spill may actually be infrequently accepted. In the case of catastrophic oil spill response, which overwhelms the local and regional assets, those charged with acquiring critical and scarce resources are often working on a much finer set of needs and requests - matching select spill response equipment to the specific situation.

Moreover, spill response equipment is often offered with compensation requirements, resulting in complexities with payments and contracts, and potential hurdles with customs, immigration, and foreign trade and taxation laws – in addition to potential costs incurring from depreciation of used equipment.

EQUIPMENT DATABASES VS. COMMON TERMINOLOGY

Currently, a number of various oil spill equipment databases and inventories exist for a range of public and private entities around the world. Each of these databases is unique and created to facilitate use of and access to an organization's inventory or to support the organization's specific goals and

missions. IOA Guidelines propose the use of a Common Lexicon, or a set of common terminology for response equipment, which is designed to expedite the search for and description of specific equipment pieces for all members involved in the IOA process – from the highly experienced technicians and response managers to the non-technical foreign agency representatives. The Lexicon is intended to assist members of the IOA process with limited response-equipment experience in essentially “speaking the same language” as other more experienced technical representatives when working through the request and offer process.

II. COMMON LEXICON FOR SIGNIFICANT EQUIPMENT CATEGORIES

The Common Lexicon for use during IOA is designed to set out a common set of equipment terminology to help users identify, with commonly used terms, those significant equipment categories typically expected to be offered or requested during larger, Tier 3 responses, from international sources, i.e., spraying aircraft and dedicated skimming vessels (see Appendix 1).

The use of an agreed upon set of terms, or lexicon, when involved in an IOA process, underscores the importance of having a standardized, simple and repeatable language and process tool. The Common Lexicon is not intended as an attempt at developing a global equipment list, nor to drive the data fields that might be required to be used in some sort of global equipment list, should one be developed. The focus of the Lexicon is on finding a basic, common set of terms to use when negotiating IOAs, terms that make sense and can be used by non-technical persons, such as foreign-service representatives, who may be participants in the overall IOA process. In other words, the Lexicon is designed to afford those not conversant with oil spill response equipment an uncomplicated vocabulary to help them act as intermediaries between those offering equipment and those in need of specific equipment.

For example: For an incoming offer of equipment from a foreign nation or entity, items in columns A through G might be used by a foreign ministry agency representative to categorize the specific offer, which would then be passed on to the responders for an offer evaluation; for an outgoing request for equipment, items in columns A through D might be used by the responders to pass to the foreign ministry representatives who might then use that information on a request form to other foreign nations or organizations.

The Lexicon ideally serves to reduce confusion and the number of times clarification would be required to determine specific types of equipment being offered or requested. The level of detail, i.e., number of columns to include in the Lexicon spreadsheet, was intentionally limited to reduce misunderstanding, given that non-technical persons will in most all cases be involved in an International Offers of Assistance process.

In lieu of a "Function-based Broad Categories" category, a “Response Options” category was included in the Lexicon, which indicates response options such as mechanical recovery, dispersant recovery and *in situ* burn recovery. A non-technical person using this Lexicon as part of the IOA may use these categories to help identify the equipment needed to support a specific response function being used during the response.

The IOA Guidelines being developed include the range of offer sources and requests, such as "Private to Private" offers or requests; "Government to Government" offers or requests; "Private to Government" offers or requests, etc. Within each "offer/request" pathway, there is assumed involvement of non-technical representatives from foreign-service agencies or governments. For that reason, the Common Lexicon is designed to be usable by experienced technical and non-experienced, non-technical individuals alike and allow a common set of terms to be used, thereby facilitating communication throughout the process.

III. HIGH-CAPACITY SPILL RESPONSE EQUIPMENT CATEGORIES

The world's supply of oil spill response equipment is finite. High-capacity response equipment such as oceangoing skimming vessels, long-range aerial dispersant aircraft, fire resistant boom, etc., is limited. In the case of a Tier 3 spill response that exhausts local and regional equipment, typically the

high-capacity equipment types and competent personnel to operate them will be sought in order to supplement in-place, expended resources and exhausted workforce in the affected area. The ability to move equipment and personnel rapidly into the spill area exemplifies an aggressive response posture. Understanding the process required to move this equipment/personnel long distances should then establish and define the logistics pipeline to allow movement of additional lower-efficiency, yet still critical, equipment needs as the spill unfolds.

List of Equipment Categories (Types) for Tier 3 catastrophic spills chosen to develop Common Lexicon (see full Lexicon in Appendix A):

- Aircraft
- Vessels (skimming)
- Vessels (non-skimming)
- Temporary storage
- Boom
- *In situ* burn
- Pump
- Dispersant
- Oily water separator
- Beach Cleaners
- Sorbent Types
- Subsea
- Remote Sensing/Surveillance
- Tracking/Detection
- Communication Equipment
- Personnel
- Specialist Vehicles

IV. WORLDWIDE RESOURCES FOR LOCATING EQUIPMENT

In the interest of expediency, equipment requestors should contact the actual owners of major stockpiles of oil spill response equipment around the world. It is those owners, understanding the regulatory regimes under which they operate, who can quickly ascertain what is available for mobilization and what is not. These owners understand regulations, regional agreements, logistics of movement, deployment, decontamination/servicing, return of equipment, and contracting arrangements for funding and reimbursement.

The complexity of compiling lists of the world's owners of equipment and keeping them updated would be a full-time job. The Little Black Book of Oil Spill Response Contractors is the only comprehensive directory dedicated to listing oil spill contractors worldwide. This reference can be located at: <http://www.cleanupoil.com/>.

Examples of owners of major equipment stockpiles are listed below.

Global Response Network Members

The Global Response Network is a coalition of major oil-spill response companies operating throughout the world. GRN members are distinguished from other commercial spill response organizations by the fact that they receive their funding from their members or customers through some type of cost-sharing formula and not separate contracts more directly associated with for-profit organizations. Members of the GRN provide their direct spill response services to their members/customers and the GRN is not a mechanism whereby a spiller can call on one GRN member and have direct access to the equipment and personnel of another GRN member.

The mission of the GRN is to maximize the knowledge and expertise that each spill response organization has individually, and share such information with other GRN members for the purposes of enabling each organization to provide a better response to their respective members or customers. As noted above, the GRN does not, as a coalition, provide direct spill response resources (equipment or personnel) to a spilling entity. An individual GRN member may provide spill response resources under a separate contractual arrangement with a spilling entity. GRN members, may, at their own discretion develop bilateral agreements with other GRN members to share resources during a spill, according to individual needs.

Alaska Clean Seas (ACS) is a non-profit-making, incorporated oil-spill response cooperative whose current membership includes oil and pipeline companies that engage in or intend to undertake oil and gas exploration, development, production and/or pipeline transport activities on the North Slope of Alaska. Originally formed in 1979 as ABSORB, ACS was restructured in 1990 from an equipment cooperative into a full response organization. ACS is now organized to respond, like a fire brigade, to an emergency with both trained people and equipment. ACS is active in streamlining approval processes and in fostering a common organizational structure for responding to and managing spills on the North Slope of Alaska.

Contact Information:

Alaska Clean Seas

Prudhoe Bay Office

Pouch 340022

Prudhoe Bay, Alaska 99734

General Manager

907-659-3220

Australian Marine Oil Spill Centre

Nine participating oil companies and other subscriber companies finance the Centre. These companies carry out the vast majority of the oil and gas production, offshore pipeline, terminal operations and tanker movements around the Australian coast. AMOSC operates Australia's major oil-spill response equipment stockpile on 24-hour stand-by for rapid response anywhere around the Australian coast, and works formally with Oil-Spill Response through a resources and services partnership agreement.

Contact Information:

Australian Marine Oil Spill Centre

PO Box 1497 Geelong, Victoria, 3220

Tel: (03) 5272 1555

Fax: (03) 5272 1839

E-mail: amosc@amosc.com.au

24-hour emergency telephone number: 0438 379 328

ECRC (Eastern Canada Response Corporation) is the largest Transport Canada Certified Response Organization (RO) in Canada. ECRC has two roles: enable parties who require an arrangement with a certified RO as required by Canadian Law; and provide marine spill response services to its members when requested to do so. ECRC provides coverage in all Canadian waters east of the Rocky Mountains, except for the ports of Saint John, NB and Point Tupper NS.

ECRC is headquartered in Ottawa and operates six response centers located in three regions: Great Lakes, Quebec and Atlantic Canada. ECRC owns specialized response equipment, has developed pre-planned strategies for protecting important sensitivities and maintains contracts with trained response contractors, consultants and response specialists.

Contact Information:

Ottawa's ECRC Office

1201 - 275 Slater St. Ottawa, Ontario K1P 5H9

Tel: (613) 230-7369

Fax: (613) 230-7344

E-mail: contacts@ecrc.ca

Marine Spill Response Corporation (MSRC), founded in 1990, is the largest, most comprehensive, dedicated emergency and oil spill response organization in the United States. It is a national not-for-profit response company which owns and operates a fleet of dedicated oil spill response vessels(OSRV), ocean going barges, shallow water skimming systems, other response equipment and enhanced communications capabilities throughout the United States East, Gulf, and West Coasts, the U.S. Caribbean, the Hawaiian Islands and the Mid-continent region. MSRC is funded by the Marine Preservation Association (MPA), a member supported, non-profit organization created to assist the petroleum and energy related industries by addressing problems caused by oil spills on water.

Contact Information:

MSRC

Judith Roos, GRN Coordinator

E-mail: roos@msrc.org

Tel: 00 1 (703) 326-5617

NOFO - the Norwegian Clean Seas Association For Operating Companies – develops and maintains oil spill preparedness on the Norwegian Continental Shelf in order to combat oil pollution on behalf of all 29 operating oil companies. This includes response in open seas as well as in coastal waters and along shorelines. NOFO is a dedicated, non-profit 24h/7d a week, oil spill response organization with 25 full-time employees, 50+ duty/reinforcement personnel from operating oil companies and 80+ operators/maintenance persons assigned to 5 bases. Associated to NOFO are a special team of 60 skilled advisors, on site commanders, team leaders and HSE advisors for Coast and Shoreline response, and a Beach Response Team of 40 skilled respondents and team leaders with a 36-hour response time. Assigned to NOFO are a fleet of 25 Oil Recovery vessels and 25 towing vessels for mechanical recovery and/or dispersion offshore, and a fleet of fishing vessels for coastal operations, all designed for response and trained minimum twice annually. NOFO has a continuous focus on development of new response technology through sponsorship, technical advice and participation in selected industry projects, followed by field-testing and verification of promising concepts during annual oil-on-water exercises. NOFO is part of the well-established national emergency preparedness model in Norway, which combines public and private oil spill response resources.

Contact Information:

Norwegian Clean Seas Association For Operating Companies (NOFO)

Tel: 51 56 30 00

Fax: 51 56 23 98

E-mail: post@nofo.no

Oil Spill Response Limited (OSRL) is an industry owned cooperative which exists to ensure effective response to oil spills wherever they occur. Membership is representative of the world's most environmentally responsible oil companies, accounting for over 60 percent of global oil production. With a distinguished track record achieved by attending nearly all the major oil-spill incidents for the past 25 years, OSRL is an industry leader in oil-spill preparedness and response services.

Operating as a single business from the United Kingdom, Bahrain, Singapore and Florida – and with permanent presence in Africa and Indonesia – it is the largest international oil spill response cooperative and the only one with a global remit. Aviation services are key to business delivery, with dedicated aircraft strategically placed to provide aerial dispersant and surveillance operations and to deploy equipment rapidly anywhere in the world. Offering an accredited training service, OSRL delivers a program of published and client-tailored courses designed to address training needs from operational to management levels. In addition it provides a wide range of technical, management and consultancy services.

Contact Information:

Oil Spill Response Limited

London (Head office)

One Great Cumberland Place

London W1H 7AL United Kingdom

Tel: +44 (0)20 7724 0102

Fax: +44 (0)20 7724 0103

E-mail: london@oilspillresponse.com

Ship Escort Response Vessel System (SERVS) is managed by Alyeska Pipeline Service Company to provide tug escort of tank vessels calling at the Trans Alaska Pipeline System (TAPS) Valdez Marine Terminal. SERVS also provides response services for the operation of TAPS and related marine shipping in Prince William Sound.

SERVS is funded by the TAPS Owners and Marine Shipping Companies. SERVS provides two specially equipped prevention and response escort tugs and tethered escorts for each laden tanker in PWS. SERVS response plans and capabilities include open water, nearshore, sensitive areas including 5 salmon hatcheries, wildlife, waste management, and shoreline cleanup. Pre-positioned response vessels and equipment are in operation 24/7 to support tanker operations, and response exercises and training are conducted regularly.

Contact Information:

Ship Escort Response Vessel System (SERVS)

Alyeska Pipeline Service Company

P.O. Box 196660, MS 542 Anchorage, AK 99519

Tel: (907) 787-8870

Fax: (907) 787-8448

Email: alyeskamail@alyeska-pipeline.com

Western Canada Marine Response Corporation (WCMRC) is certified by Transport Canada under the Canada Shipping Act to respond to marine oil spills for western Canada's navigable waters. With over 2000 members, WCMRC's mandate is to ensure there is a state of preparedness in place to mitigate the impact if an oil spill occurs. This includes strategically placed vessels (25) and response equipment and pre-planned strategies/tactics for protecting economic, environmental & community sensitivities, as well as the safety of both the respondents and the public. WCMRC fulfills the 24-hour on-call role of field response/operations for the response organization. WCMRC also offers a range of preparedness training, exercising and third party response services.

**Western Canada Marine Response Corporation
Vancouver Island Office**

6476 A Norcross Road
Duncan, B.C. V9L 5T3
Canada

Tel: 250-746-9443

Fax: 250-746-9447

E-mail: www.wcmrc.com

Independent Response Organizations

European Maritime Safety Agency (EMSA) A key task for the Agency is to make available additional at-sea oil recovery resources to assist Member States responding to large scale incidents such as the Erika (1999, France) and Prestige (2002, Spain). Therefore, a Network of Stand-by Oil Spill Response Vessels has been built up in order to 'top-up' pollution response capacities of the EU Member States.

What it does

The EMSA Stand-by Oil Spill Response Vessels are commercial vessels that can be rapidly converted to oil pollution response activities. The contracted vessels have large recovered oil storage capacities and a choice of oil recovery systems (sweeping arms or boom & skimmer system).

In order to improve the efficiency of at-sea operations, each vessel is:

- Equipped with specialized oil spill response equipment that has been selected according to regional factors such as the weather conditions in the stand-by areas. All of the specialized oil spill response and associated equipment is containerized in order to facilitate rapid installation on board the vessels;
- Equipped with a local radar based oil slick detection system;
- Able to decant excess water so maximizing the utilization of the onboard storage capacity;
- Able to heat the recovered cargo and utilize high-capacity screw pumps in order to facilitate the discharging of heavy viscous oil.

Contact Information:

European Maritime Safety Agency

Cais do Sodré 1249-206

LISBOA Portugal

E-mail: www.emsa.europa.eu

The **Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (REMPEC)** The objective of REMPEC is to contribute to preventing and reducing pollution from ships and combating pollution in case of emergency. In this respect, the mission of REMPEC is to assist the Contracting Parties in meeting their obligations under Articles 4(1), 6 and 9 of the Barcelona Convention; the 1976 Emergency Protocol; the 2002 Prevention and Emergency Protocol and implementing the Regional Strategy for Prevention of and Response to Marine Pollution from Ships, adopted by the Contracting Parties in 2005 which key objectives and targets are reflected in the Mediterranean Strategy for Sustainable Development (MSSD). The Centre will also assist the Contracting Parties which so request in mobilizing the regional and international assistance in case of an emergency under the Offshore Protocol which entered into force 24 March 2011.

Contact Information:

REMPEC

Maritime House
Lascaris Wharf
Valletta VLT 1921
Malta

Tel: +356 21 337 296/7/8

Fax: +356 21 339 951

Emergency E-mail: emergency@rempec.org

Website: www.rempec.org

Associations and Organizations

APICOM

The Association of Petroleum Industry Cooperative Managers (APICOM) was founded in 1972 and is an association of unaffiliated petroleum industry oil spill cooperative managers. APICOM exists for the purpose of exchanging information related to the management of an oil spill response cooperative. It also serves as a forum for the exchange of ideas related to oil spill response technologies, operations, regulations and other issues of common interest to its members.

ISCO

International Spill Control Organization aims to raise worldwide preparedness and cooperation in response to oil and chemical spills, to promote technical development and professional competency, and to provide a focus for making the knowledge and experience of spill control professionals available to IMO, UNEP, EC and other organizations.

Contact Information:

Balbithan House
Kintore, Inverurie
Aberdeenshire
United Kingdom
AB51 0UQ
Tel: +44 (0) 1467 632282

SCAA

The Spill Control Association of America was organized in 1973 to actively promote the interests of all groups within the spill response community. Our organization represents spill response contractors, manufacturers, distributors, consultants, instructors, government and training institutions and corporations working in the industry.

Contact Information:

103 Oronoco Street, Suite 200
Alexandria, VA 22314 USA
Tel: 571-451-0433

V. COMMON ELEMENTS (FIELDS) USEFUL IN ALL EQUIPMENT DATABASES

While presently there is no all-encompassing world database specifically addressing broad categories of equipment, capabilities, owners, location and contact information, many databases do exist. Common elements useful in all databases are listed below:

Organization – This is the abbreviation for an Assisting Entity that owns the equipment.

ID Number – This unique number is assigned automatically when creating records within a database program.

Group ID – This is used to identify if a piece of equipment is staged on another piece of equipment. For example, if you are entering information for boom, and the boom is staged on a vessel, you would enter the Group ID of the vessel in this location.

Identification – This is the equipment identifier. Examples include vessels' names and trailer numbers. If boom is stored on a vessel, the boom identification should be: Vessel Name, boom.

Specifications – Specification refers to the size, brand or model of the equipment listed. Where applicable, also indicate the age of the equipment and the type and size of the engine.

Name Plate Capacity – the name plate capacity for skimmers and pumps

Liquid Storage tonnes/bbls – total storage capacity of resource

Boom Length meters/feet – total length of boom

People – Number of people needed to run that piece of equipment for a 12-hour shift

Home Base – town, city or place name where the equipment is staged

State – State/Province/Canton/Nation (abbreviation) where equipment is stored

Owner Contact Name – contact information for owner or person in charge of the equipment

Contact Phone Number – phone number of owner or person in charge of the equipment

Latitude (Decimal degree w/o N/S) – latitude of storage location Ex: 46.181756

Longitude (Decimal degree w/o E/W) – longitude of storage location Ex: 123.174044

Photo – pictures of equipment, optional

Links to existing equipment databases are as follows: (This list to expand in the 2014 update)

The Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (**REMPEC**), which assists the Mediterranean Coastal States in ratifying, transposing, implementing and enforcing international maritime conventions related to the prevention of and preparedness for response to marine pollution from ships.

http://www.rempec.org/country.asp?cid=8&IDS=2_7&daNme=Resources&openNum=1

The European Maritime Safety Agency has been established to ensure a high, uniform and effective level of maritime safety and the prevention of pollution by ships within the European Community. In addition, the Agency shall provide Member States upon request with additional means for marine oil pollution response. In particular, the Agency offers a network of contracted oil pollution response vessels. Spread across the European coastline, these vessels can be called upon by Member States in case of a major oil spill at sea.

EMSA Oil Spill Response Vessels:

<http://www.emsa.europa.eu/oil-recovery-vessels/vessel-inventory.html>

EU Member States Resources fall under the categories of Oil Spill Response Vessels, Dispersants and HNS as follows:

Oil Spill Response Vessels:

<http://www.emsa.europa.eu/operations/marine-pollution/item/487.html?cuscat=87>

Dispersants:

<http://www.emsa.europa.eu/operations/marine-pollution/item/618.html?cuscat=87>

HNS:

<http://www.emsa.europa.eu/operations/marine-pollution/item/1148.html?cuscat=87>

United States Coast Guard Response Resource Inventory System:

<https://cgrri.uscg.mil/logon.aspx?ReturnUrl=%2fdefault.aspx>

The **Western Response Resource List**, an oil spill response equipment database maintained by regional equipment owners and hosted by Genwest Systems, Inc.

http://www.wrrl.us/fmi/iwp/res/iwp_auth.html;jsessionid=053748729B9D0A7715142B42.wpc1

VI. APPENDICES

APPENDIX A: COMMON LEXICON FOR SIGNIFICANT EQUIPMENT CATEGORIES

Equipment Type	Task Options	Equipment Sub Type Options	Capability Options	Product Name/Manufacturer	Owner Contact Name/Contact Info	Response Supported Options		
						#1	#2	#3
Aircraft	<i>(Choose One)</i>	<i>(Choose One)</i>	<i>(Choose One)</i>					
	Observation platform	Helicopter	Single engine			X	X	X
	Cargo transport	Fixed Wing	Multi engine			X	X	X
	Personnel transport	Blimp	Jet			X	X	X
	Spray platform	Drone	Other			X	X	X
		Other						
IOA Example (Aircraft)	(Choose One) = Spray platform	(Choose One) = Fixed Wing	(Choose One) = Multi engine					
Vessels (skimming)	<i>(Choose One)</i>	<i>(Choose One)</i>	<i>(Provide Volume)</i>					
	Self Contained (Dedicated) Oil Recovery Vessel (Self Contained Oil Recovery Vessels have integral recovered oil tanks and may have multiple skimmers)	Boom Skimmer	BBLs/Hour (Meters3/Hour)			X		
	Vessel of Opportunity Skimming System (VOSS equipped vessels may not have integral recovered oil tanks)	Brush Skimmer				X		
	Nearshore	Disc Skimmer				X		
	Onshore	Drum Skimmer				X		
		Paddle Belt Skimmer				X		
		Rope Mob Skimmer				X		
		Sorbent Belt Skimmer				X		
		Fixed Submersion Plane Skimmer				X		

		Submersion Moving Plane Skimmer				X		
		Suction Skimmer				X		
		Weir Skimmer				X		
		Induced Flow (water jet) Weir Skimmer				X		
		Advancing Weir Skimmer				X		
		Fixed or Flexible Skimming Arms				X		
		Other						
Vessels (non-skimming)	(Provide Specifications)	(Choose One)	(Choose One)					
	Gross tons/length/width	Crane Barge	b.h.p. up to 50 b.h.p.			X		
		Deck Barge	b.h.p. between 51 & 100 b.h.p.			X		
		Hotel Barge	b.h.p. between 101 & 500 b.h.p.			X	X	X
		Jon Boat	b.h.p. between 501 & 1000 b.h.p.			X	X	X
		Trawler	b.h.p. between 1001 & 5000 b.h.p.			X		X
		Utility Work Boat	b.h.p. between 5,001 & 12,000 b.h.p.			X	X	X
		Landing Craft	b.h.p. between 12,001 & 20,000 b.h.p.			X		
		Utility Work Platform	b.h.p. over 20,000 b.h.p.			X	X	X
		Tug Boat				X	X	X
		Offshore Supply Vessel (Rig tender/Anchor handling)				X	X	X
		Other						
Temporary storage	(Choose One)	(Choose One)	(Provide Volume)					
	Shore based	Barges (heated/not heated)	Volume BBLs (M3)			X		
	Nearshore (i.e. shallow water)	Towable Tanks(i.e. bladders/dracones)				X		
	Open ocean	Stationary Tanks (heated/not heated)				X		
		Fixed Facility Tank (heated/not heated)				X		

		Tank ship				X		
		Tank Truck (heated/not heated)				X		
		Other						
Boom	(Choose One)	(Choose One)	(Choose One)					
	Ocean	Fence Booms	>41 inches (>104 centimeters)			X		
	Offshore /Nearshore/Inland	Curtain Boom	>18 to 41 inches (>46 to 104 centimeters)			X		
	Rivers and Canals	External Tension Boom	6 to 18 inches (15 to 46 centimeters)			X		
		Inflatable				X		
		Tidal Seal Boom				X		
		Ice				X		X
		Fire-resistant Boom						X
		Other						
Insitu burn	<i>This section intentionally left blank</i>	(Choose One)	<i>This section left blank</i>					
		Heli-torch						X
		Handheld Igniters						X
		Ad-Hoc Igniters						X
		Ignition Promoters						X
		Other						
Pump	(Choose One)	(Choose One)	(Provide Volume)					
	Air	Centrifugal	GPM (m3/min)			X		
	Diesel	Diaphragm				X		
	Electric	Gear/Lobe				X		
	Gasoline/Petrol	Peristaltic or Hose				X		
	Hydraulic	Piston				X		
	N/A	Progressive Cavity/Archimedean screw				X		
	Other	Sliding Shoe				X		

		Vane				X		
		Bladeless				X		
		Other						
Dispersant	<i>This section intentionally left blank</i>	<i>(Choose One)</i>	<i>This section left blank</i>					
		Product					X	
		Spray equipment vessel					X	
		Spray equipment Aircraft					X	
		Spray equipment Shoreline					X	
		Ground Support transfer system					X	
		SMART package					X	
		Personnel Ground Support Team					X	
		Other						
Oily water separator	<i>(Provide Specifications)</i>	<i>(Choose One)</i>	<i>(Provide Capacity)</i>					
	Length/Width/Height/Dry weight	Gravity coalescing separator	Flow Capacity bbl/hr (m3/h)			X		
		Gravity parallel plate separator				X		
		Simple gravity separator				X		
		Stove pipe separator				X		
		Filter				X		
		Other						
Shoreline Cleaners	<i>(Provide Specifications)</i>	<i>(Choose One)</i>	<i>(Provide Capacity)</i>					
	Length/Width/Height/Dry weight	Washing	On Board Storage bbl (m3)			X		
		Manual Cleaners				X		
		Mechanical Cleaners				X		
		Mechanical/Hydraulic				X		
		Paddle Belt				X		
		Screening Belt				X		

		Vacuum Washer				X		
		Sorbent				X		
		Other						
Sorbent Types	(Recommended Use)	(Choose One)	(Provide Capacity)					
	L = Recommended for spills on land	Type I (Roll, sheet, pad, blanket, web)	Sorption Capacity (grams of oil per gram of sorbent)			X		
	W = Recommended for spills on water	Type II (Loose)				X		
	L-W = Recommended for spills on land or water	Type III (Enclosed)				X		
	I = Recommended for industrial use	Type IIIa (Pillows and Socks)				X		
		Type IIIb (Sorbent Booms)				X		
		Type IIIc (Sorbent Sweeps)				X		
		Type IV (Agglomeration Unit (ribbons, strips, pom poms, and open netting))				X		
Subsea	This section intentionally left blank	(Choose One)	(Provide Working Pressure if Applicable)					
		deepwater well capping up to 3000m	10,000psi					
		deepwater well capping up to 3000m	15,000psi					
		Capping stack (toolbox)				X	X	
		Capping stack (toolbox)				X	X	
		Sub-sea dispersant hardware toolbox					X	
		Debris clearing equipment				X		
		HP/HV accumulators				X		
		2D sonar "Blue View"				X	X	X
		3D sonar "Blue View"				X	X	X
		Remotely Operated Underwater Vehicles (ROVs)				X	X	
		Manned Submarines				X	X	
		Other						
Remote Sensing/Surveillance	This section intentionally left blank	(Choose One)	This section left blank					

Tracking/Detection		Thermal imaging camera (IR)				X	X	X
		Side-looking airborne radar (SLAR)						
		Line scanner IR/UV (Infrared/Ultraviolet)				X	X	X
		Airborne AIS (Automated Identification System)				X	X	X
		High-resolution digital photography camera				X	X	X
		Video system for visual documentation				X	X	X
		GPS tracking devices				X	X	X
		Oil spill detection by satellite remote sensing				X	X	X
		Satellite imagery				X	X	X
		Fixed oil detection sensors				X	X	X
		Fixed and floating oil spill detection buoys				X	X	X
		Autonomous Underwater Vehicles (AUV's)				X	X	X
		Specialized software				X	X	X
		Synthetic Aperture Radar (SAR)				X	X	X
		Airborne laser fluorosensors				X	X	X
		Microwave radiometers				X	X	X
		Electro Optical/Infrared (EO/IR) video				X	X	X
		Electro-optical infrared camera system				X	X	X
		Multi-spectral cameras				X	X	X
		Other						
Communication Equipment	<i>This section intentionally left blank</i>	(Choose One)	<i>This section left blank</i>					
		Phones				X	X	X
		Marine VHF				X	X	X
		Aviation (LF)				X	X	X
		High Frequency (HF) (includes aviation bands)				X	X	X

		Handheld mobile satellite services				X	X	X
		High Bandwidth Ku-band satellite				X	X	X
		International Maritime Satellite (INMARSAT)				X	X	X
		Line of Sight Microwave transmission				X	X	X
		Ultra High Frequency (UHF)				X	X	X
		Very High Frequency (VHF)				X	X	X
		Portable Radio Repeaters				X	X	X
		Communications Suites/Systems/Custom Packages/Kits				X	X	X
		Other						
Personnel	(Choose One)	(Choose One)	(Choose One)					
	Private	Supervisor	Individual			X	X	X
	Government	Operator/Technician	Team			X	X	X
	Non-Profit	Laborer(s)	Other			X	X	X
	Non-Government Agency	Marine Pilot(s)				X	X	X
	Other	Aircraft Pilot(s)				X	X	X
		Aerial Observer				X	X	X
		Office administration				X	X	X
		Salvage Master				X		
		Naval Architect or Salvage Officer/Engineer				X		
		Assistant Salvage Officer/Engineer				X		
		Diving Supervisor				X		
		HSE Safety Officer				X	X	X
		HSE qualified diver				X		
		Salvage Foreman				X		
		Riggers, Fitters, Equipment Operators				X	X	X

		Specialist Advisors – Fire Fighters, Chemicals, Pollution Control				X	X	X
		Communications				X	X	X
		Incident Management Team				X	X	X
		On Scene Coordinator				X	X	X
		SCAT Member				X	X	X
		Dispersant - Personnel Ground Support Team					X	
		Other						
Specialist Vehicles	<i>This section left blank</i>	(Choose One)	<i>This section left blank</i>					
		All-terrain vehicle (ATV)				X	X	X
		Vac Truck				X		
		Hovercraft				X	X	X
		Snowmobiles				X		X
		Bombardier snowcat				X		X
		Remotely Operated Underwater Vehicles (ROVs)				X	X	X
		Other						

APPENDIX B: List of Self Contained (Dedicated) Oil Recovery Vessel with a threshold of >500 cubic meters of total storage (Self Contained Oil Recovery Vessels have integral recovered oil tanks and may have multiple skimmers)

Name	Type	Area of Economic Operation	Tank	Pollution Response Equipment	Owner/Operator
		& Equipment Depot	capacity [m3]		
Kontio	Icebreaker	Baltic Sea North	2003	Two Rigid Sweeping Arms, 12m	EMSA
		Oulu and Helsinki/Finland		Heavy Duty Boom 2x250m	
				Brush Skimmer	
				Artic Skimmer** Oil Slick Detection System	
OW Copenhagen	Chemical Product	Baltic Sea South	4450	Two Rigid Sweeping Arms 15.6m	EMSA
	Tanker	Copenhagen Denmark		Single Point Inflation Boom, 2x250m	
				Brush Skimmer	
				Artic Skimmer	
				Oil Slick Detection System	
DC Vlaanderen 3000	Suction Hopper	North Sea	2744	Two Rigid Sweeping Arms, 12m	EMSA
	Dredger	Ostend/Belgium		Heavy Duty Single Point Inflation Boom, 2x250m	
				Weir Skimmer	
				Oil Slick Detection System	
Interballast III	Suction Hopper	North Sea	1886	Two Rigid Sweeping Arms, 12m	EMSA
	Dredger	Ostend/Belgium		Heavy Duty Single Point Inflation Boom, 2x250m	
				Weir Skimmer	
				Oil Slick Detection System	
Forth Fisher	Product Tanker	Atlantic	4754	Two Rigid Sweeping Arms, 15m	EMSA
		Cobh/Ireland		Heavy Duty Single Point Inflation Boom, 4x250m	
				Two Weir Skimmers	
				Two Oil Slick Detection Systems	
Galway Fisher	Oil Tanker	Atlantic	4754	Two Rigid Sweeping Arms, 15m	EMSA
		Cobh/Ireland		Heavy Duty Single Point Inflation Boom, 4x250m	
				Two Weir Skimmers	
				Two Oil Slick Detection Systems	

Mersey Fisher	Product Tanker	Atlantic	5028	Two Rigid Sweeping Arms, 15m	
		Cobh/Ireland		Two Rigid Sweeping Arms, 15m	
				Heavy Duty Single Point Inflation Boom, 4x250m	EMSA
				Two Weir Skimmers	
				Two Oil Slick Detection Systems	
Sara	Oil Tanker	Atlantic/Channel	6658	Two Rigid Sweeping Arms, 15m	
		Portland/UK		Heavy Duty Single Point Inflation Boom, 2x250m	
				Weir/Brush/Disc Skimmer	
				Oil Slick Detection System	
				Weir/Brush High-Capacity Multiskimmer*	
Ria de Vigo	Supply Vessel	Atlantic	1522	Two Rigid Sweeping Arms, 13m	
		Vigo/Spain		Heavy Duty Boom, 2x250m	
				Weir/Shovel Drum High-Capacity Multiskimmer	EMSA
				Weir Skimmer	
				Oil Slick Detection System	
Bahia Tres	Product Tanker	Atlantic	7413	Two Rigid Sweeping Arms, 12m	
		Sines/Portugal		Single Point Inflation Boom, 2x250m	EMSA
				Brush Skimmer	
				Oil Slick Detection System	
Bahia Uno	Bunker Vessel	Mediterranean West	3800	Two Rigid Sweeping Arms, 12m	
		Algeciras/Spain		Single Point Inflation Boom, 2x250m	EMSA
				Brush Skimmer	
		Oil Slick Detection System			
Monte Anaga	Bunker Vessel	Mediterranean West Algeciras/Spain	4096	Two Rigid Sweeping Arms, 12m Single Point Inflation Boom, 2x250m Brush Skimmer Oil Slick Detection System	EMSA
Balluta Bay	Bunker Vessel	Mediterranean Central	2800	Two Rigid Sweeping Arms, 12m	
		Valletta/Malta		Single Point Inflation Boom, 1x300m	EMSA
				Weir Skimmer	
				Oil Slick Detection System	
Santa Maria	Oil Tanker	Mediterranean Central	2421	Two Rigid Sweeping Arms, 15m	
		Marsaxlokk/Malta		Heavy Duty Boom, 2x250m	
				Weir/Brush Multiskimmer	EMSA
				Weir Skimmer	
				Oil Slick Detection System	

Aktea OSRV	Oil Tanker	Mediterranean East	3000	Two Rigid Sweeping Arms, 15m	EMSA
		Piraeus/Greece		Single Point Inflation Boom, 2x250m	
				Weir Skimmer	
				Weir/Brush High-capacity Multiskimmer	
				Oil Slick Detection System	
Aegis I	Supply Vessel	Mediterranean East	997	Heavy Duty Boom, 2x250m	EMSA
		Piraeus/Greece		Weir/Brush Skimmer	
Alexandria	Oil Tanker	Mediterranean East Limassol/Cyprus	7458	Two Rigid Sweeping Arms, 15m	EMSA
				Heavy Duty Single Point Inflation Boom, 2x250m	
				Weir/Brush Skimmer	
				Oil Slick Detection System	
Enterprise	Offshore Supply Vessel	Black Sea	1374	Two Rigid Sweeping Arms, 15m Heavy Duty Boom, 2x250m	EMSA
		Varna, Bulgaria		Brush Skimmer	
				Oil Slick Detection System	
GSP Orion	Offshore Supply Vessel	Black Sea	1334	Two Rigid Sweeping Arms, 12m	EMSA
		Constanta/Romania		Heavy Duty Boom, 2x250m	
				Weir/Shovel Drum High-Capacity Multiskimmer	
				Brush Skimmer	
				Oil Slick Detection System	
-				Transrec-350 Skimmer	
-				2,640' 67" Inflatable Boom	
Maine Responder	Oil Spill Response Vessel	Portland, ME USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				2,640' 67" Inflatable Boom	
New Jersey Responder	Oil Spill Response Vessels	Perth Amboy, NJ USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				2,640' 67" Inflatable Boom	
Delaware Responder	Oil Spill Response Vessels	Chesapeake City, DE USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				7,260' 67" Inflatable Boom	
Florida Responder	Oil Spill Response Vessels	Miami, FL USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				7,920' 67" Inflatable Boom	
Mississippi Responder	Oil Spill Response Vessels	Pascagoula, MS USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				7,920' 67" Inflatable Boom	

<u>Louisiana Responder</u>	Oil Spill Response Vessels	Fort Jackson, LA USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				7,920' 67" Inflatable Boom	
<u>Gulf Coast Responder</u>	Oil Spill Response Vessels	Lake Charles, LA USA	500	X-Band Radar; IR Camera	MSRC
-				LFF 100 Brush Skimmer	
-				7,260' 67" Inflatable Boom	
<u>Deep Blue Responder</u>	Oil Spill Response Vessels	Port Fourchon, LA USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				7,920' 67" Inflatable Boom	
<u>Texas Responder</u>	Oil Spill Response Vessels	Galveston, TX USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				7,260' 67" Inflatable Boom	
<u>Southern Responder</u>	Oil Spill Response Vessels	Ingleside TX USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				Stress III Skimmer	
-				5,280' 67" Inflatable Boom	
<u>California Responder</u>	Oil Spill Response Vessels	Terminal Island, CA USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				Stress I Skimmer	
-				5,280' 67" Inflatable Boom	
<u>Pacific Responder</u>	Oil Spill Response Vessels	Richmond, CA USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				5,280' 67" Inflatable Boom	
<u>Oregon Responder</u>	Oil Spill Response Vessels	Astoria, OR USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				Desmi Ocean Skimmer	
-				5,280' 67" Inflatable Boom	
<u>W. C. Park Responder</u>	Oil Spill Response Vessels	Port Angeles, WA USA	500	X-Band Radar; IR Camera	MSRC
-				Transrec-350 Skimmer	
-				5,500' 67" Inflatable Boom	
<u>Hawaii Responder</u>	Oil Spill Response Vessels	Honolulu, HI USA	500	X-Band Radar; IR Camera	MSRC
KBV 001 POSEIDON	Salvage/Rescue Vessel	Gothenberg, Sweden	800	The advanced oil recovery system is composed of two sweeping booms and inbuilt brush type skimmers. The double drum towing winch has a pull capacity of 100t.	Swedish Coast Guard

KBV 002 TRITON	Salvage/Rescue Vessel	Slite, Sweden	800	The advanced oil recovery system is composed of two sweeping booms and inbuilt brush type skimmers. The double drum towing winch has a pull capacity of 100t.	Swedish Coast Guard
KBV 003 AMFITRITE	Salvage/Rescue Vessel	Karlshamn, Sweden	800	The advanced oil recovery system is composed of two sweeping booms and inbuilt brush type skimmers. The double drum towing winch has a pull capacity of 100t.	Swedish Coast Guard
KBV 004	Salvage/Rescue Vessel		800	The advanced oil recovery system is composed of two sweeping booms and inbuilt brush type skimmers. The double drum towing winch has a pull capacity of 100t.	Swedish Coast Guard

APPENDIX C: Wildlife Category including a list of organizations such as the International Bird Rescue Research Center (IBRRC)

Aiuká

<http://aiuka.com.br/>

Focus Wildlife

Focus Wildlife was developed to fulfill a distinct and communicated need for oiled wildlife service provision in the Pacific Northwest. Due to a similar and pressing need in Canada, in 2007 Focus Wildlife Canada was incorporated. Since its inception, Focus Wildlife has provided contingency planning, training and consultation services to various industry, NGO and government entities in British Columbia, Alberta, Saskatchewan, Manitoba, Washington State, Oregon, Hawaii, Micronesia and Asia. Focus Wildlife has also responded to numerous oiled wildlife incidents in British Columbia, Alberta, Saskatchewan, Manitoba, Washington State, Oregon and California.

Canada Office

4555 Stonehaven Ave

North Vancouver,

BC, V7G 1E7

Tel/Fax 1.800.578.3048

<mailto:info@focuswildlife.org>

<http://www.focuswildlife.net/>

International Bird Rescue

International Bird Rescue (Bird Rescue) set out to develop humane and scientifically-based oiled wildlife cleaning and rehabilitation techniques, while managing oiled wildlife response wherever needed. Today, Bird Rescue operates a year-round rescue program for oiled, orphaned, ill and injured aquatic birds from two key facilities in California's Oiled Wildlife Care Network (OWCN). Making a difference to the lives of over 5,000 birds a year, the large number and variety of species admitted for care allows Bird Rescue to develop new and better methods of animal husbandry and medical treatment.

International Bird Rescue is a world leader in oiled wildlife emergency response, rehabilitation, research and education. Our team of more than 40 highly trained specialists has led rescue efforts in over 200 oil spills in 11 States, two U.S. territories, and 12 different countries.

Main phone number: 707.207.0380

<http://www.bird-rescue.org/>

San Francisco Bay Center

4369 Cordelia Road

Fairfield, California 94534

Los Angeles Center

3601 S. Gaffey Street, Box 3

San Pedro, California 90731

The Oiled Wildlife Care Network

The Oiled Wildlife Care Network (OWCN) is a statewide collective of trained wildlife care providers, regulatory agencies, academic institutions and wildlife organizations working to rescue and rehabilitate oiled wildlife in California. The OWCN is recognized as a world leader in oil spill response, rescue, rehabilitation and research, and is an outstanding example of what's possible when diverse institutions and organizations work collaboratively toward a common goal.

Oiled Wildlife Care Network

Wildlife Health Center

School of Veterinary Medicine

University of California, Davis

One Shields Avenue

Davis, CA 95616 USA

(530) 752-4167

owcn@ucdavis.edu

<http://www.vetmed.ucdavis.edu/owcn/>

Pro Bird

<http://www.projectblueseas.de>

The Royal Society for the Prevention of Cruelty to Animals

The Royal Society for the Prevention of Cruelty to Animals. We [rescue](#), [rehabilitate](#) and [rehome](#) hundreds of thousands of animals each year in England and Wales. We offer [advice on caring for all animals](#) and [campaign](#) to [change laws](#) that will protect them, which we will enforce through [prosecution](#).

RSPCA Advice Team

Wilberforce Way

Southwater

Horsham

West Sussex

RH13 9RS

T: 0300 1234 999

<http://www.rspca.org.uk>

SANCCOB

SANCCOB is at the forefront of saving African penguins and other threatened seabirds. It never takes a day off and its rehabilitation team is on 24-hour call. SANCCOB deploys its specialist emergency response skills in Africa, the Indian Ocean region, Antarctica and Sub-Antarctic. Through its training academy it equips people to work in the environmental sector; and a passion to instill pride and knowledge about marine conservation drives its education programmes. SANCCOB is a leader in seabird disease research.

WESTERN CAPE CENTRE

22 Pentz Drive

Table View, Cape Town

7441 South Africa

Tel: +27 (0)21 557 6155

Fax: +27 (0)21 557 8804

info@sanccob.co.za

<http://www.sanccob.co.za/>

Tri-State Bird Rescue & Research

The mission of Tri-State Bird Rescue & Research is to achieve excellence in the rehabilitation of injured, orphaned, and oiled native wild birds, with the goal of returning healthy birds to their natural environment. We do this through compassionate care, humane research, and education. Tri-State's oil spill team collaborates with oil companies, government agencies, colleagues and concerned citizens all over the world not only to respond to oil spills, but also to lessen the impact on natural resources through contingency planning and training prior to a spill.

110 Possum Hollow Road

Newark, Delaware, 19711

Tel: (302) 737-9543.

Fax: (302) 737-9562.

<https://www.tristatebird.org/>

Wildbase, Massey University

Wildbase is New Zealand's only dedicated wildlife hospital, and is having a huge impact on the survival of some of New Zealand's most endangered birds and animals. Attached to Massey University's veterinary school, Wildbase offers four areas of wildlife health: hospital, oil response, research and pathology.

Massey University

Private Bag 11 222

Palmerston North 4442

New Zealand

Phone: 06 350 4525

http://www.massey.ac.nz/massey/learning/departments/centres-research/wildbase/wildbase_home.cfm

Wildlife Rescue Centre, Ostende

VOC Oostende
Nieuwpoortsesteenweg 642
8400 Oostende
059/80.67.66
voc.oostende@vogelbescherming.be
<http://www.vogelopvangcentrum.be/oostende/>

Sea Alarm

Sea Alarm is an independent not-for-profit organisation providing global management assistance for oiled wildlife response. Sea Alarm is specialised to act as an independent and impartial facilitator in the middle of multi-stakeholder interests, optimising the effectiveness and professionalism of a wildlife response. The organisation has 24/7 response preparedness procedures, is well connected to the oil spill response industry, global inter-governmental agencies, and to the leading oiled wildlife response groups that can provide global hands-on assistance.

Sea Alarm Foundation

Rue du Cypres 7 B10
1000 Brussels
T. +32.2.2788744
F. +32.2.5027438
M. +32.494900012 / +32.499624772
E. secretariat@sea-alarm.org
W. www.sea-alarm.org; www.oiledwildlife.eu

Organization	Location	Contact Name	URL
Aiuká	Brazil	Valeria Ruoppolo	http://aiuka.com.br/
Focus Wildlife	USA	Chris Battaglia	http://www.focuswildlife.net/
International Bird Rescue	USA	Jay Holcomb	http://www.bird-rescue.org
Oiled Wildlife Care Network (OWCN)	USA	Mike Ziccardi	http://www.vetmed.ucdavis.edu/owcn/
Pro Bird	Germany	Sascha Regmann	http://www.projectblueseas.de
RSPCA	UK	Adam Grogan	http://www.rspca.org.uk
SANCCOB	South Africa	Venessa Strauss	http://www.sanccob.co.za/
Tri-State Bird Rescue & Research Inc.	USA	Sarah Tegtmeier	https://www.tristatebird.org/
Wildbase, Massey University	New Zealand	Kerri Morgan	http://www.massey.ac.nz/massey/learning/departments/centres-research/wildbase/wildbase_home.cfm
Wildlife Rescue Centre, Ostende	Belgium	Claude Velter	http://www.vogelopvangcentrum.be/oostende/
Sea Alarm	Belgium	Paul Kelway	http://www.sea-alarm.org

INTERNATIONAL OFFERS OF ASSISTANCE GUIDELINES

ANNEX 2 – COORDINATION AND MANAGEMENT OF REQUESTS AND OFFERS

EXECUTIVE SUMMARY

The OPRC-HNS TG (of the IMO MEPC)¹ Guidelines on international offers of assistance (IOA) are designed for use by any nation, particularly signatories to the OPRC, confronted with the response to large or complex oil spill incidents as a tool to assist in managing requests of spill response resources and offers of assistance from other countries and organizations. These guidelines, while developed by a TG of the IMO, could be utilized during large or complex oil spills within inland areas as well as marine or coastal environments. While one of the key requirements to implementing the OPRC convention, these guidelines are not prescriptive, and are meant as a tool to assist as needed. Designed to be a living document, these guidelines will be updated as needed.

FOCUS:

- Catastrophic Spill Event, beyond Local or Regional Capabilities (typically beyond a Tier 3);
- To help create an incident specific, comprehensive IOA system within the Requesting Nation's response structure, which effectively coordinate and manage requests and/or offers of assistance beyond processes already covered by existing national, regional, bilateral, multilateral and other mutual aid agreements, while building upon and linking them;
- To acknowledge significant funding challenges may be problematic to the polluter pays presumption for incidents which are not covered by existing conventions and protocols; and
- To address needs of developing nations as well as those with robust response systems and regimes when managing and coordinating IOA.

GOALS:

1. Build on existing guidelines in place in various regions, including Bilateral, Multilateral and Mutual Aid Agreements;
2. Address roles of **Requesting Nation** and **Assisting Nation's** Foreign Affairs/State Department or similar agency in supporting government and industry response personnel (i.e. Operators) to obtain the appropriate tools and resources for operational needs, through the establishment of a proposed two-tier IOA system which manages all aspects of IOAs during a particular incident;
3. Address relationship between **Spiller** (and/or his representatives and cleanup contractors) and government response personnel (including the Response Authority as well as the Foreign Ministry and other involved agencies) of the **Requesting Nation** in the context of the proposed two tier system – who initiates, who funds, who directs the solicitation, coordination and management of response resources needed and accepted?;
4. Outline steps to identify the role of **Requesting Nation's** government in resolving customs and trade issues involved in appropriately expediting the receipt of response resources from other nations, including the Response Authority (typically a Coast Guard) and the Foreign Ministry (or other similar agency), as well as other national agencies involved with Customs and Immigration;
5. Address the concern over the **Assisting Nation's** role and responsibility in overseeing/authorizing release of government owned and private sector equipment and personnel;
6. Address options available if the **Requesting Nation** is unable to fund or reimburse costs associated with the receipt of resources from an **Assisting Nation** or **Assisting Organization**;

¹ Oil Pollution Preparedness, Response and Cooperation – Hazardous and Noxious Substances Technical Group of the International Maritime Organization Marine Environmental Pollution Committee

7. Address how best to evaluate offers provided from **Assisting Nations or Assisting Organizations** to assure they meet the operational needs of the response; and

8. Address several types of offers or IOA scenarios: Government to Government offers; Private to Government offers; Private to Private offers.

These guidelines are not designed for disaster relief efforts or situations which call for humanitarian aid. Guidelines for providing assistance in such events are addressed by other organizations, such as the United Nations Environment Programme (UNEP) and Office for the Coordination of Humanitarian Affairs (OCHA).

These guidelines are developed for incidents that exceed a nation's capacity for oil spill response, and go beyond existing bilateral and multilateral agreements for support.

DRAFT

INTERNATIONAL OFFERS OF ASSISTANCE GUIDELINES

ANNEX 2 – COORDINATION AND MANAGEMENT OF REQUESTS AND OFFERS

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BACKGROUND

Countries facing a major pollution emergency may require external resources to augment national capacity for large scale oil spill incidents. In such cases, the Requesting country may wish to issue a request for international assistance. This can be done bilaterally, multilaterally, or possibly through a regional mechanism, where these exist. Correspondingly, major oil spills generally elicit spontaneous offers of assistance from governments and international organizations, usually in the form of equipment, technical experts, vessels, etc. Regional and international organizations may also assist in facilitating and coordinating assistance in support of national level efforts.

These Guidelines for International Offers of Assistance (IOA) for use during large oil spills are designed to cover this broad range of contingencies. These IOA Guidelines include a series of key components which help establish a comprehensive system of mechanisms and procedures to manage such matters as communication between governments and with regional and international bodies/organizations; overall coordination of offers and requests for assistance; evaluation of offers; and management of the receipt of offers, once accepted.

A number of organizations have available some previously developed guidelines for international offers of assistance: IMO under OPRC, European Commission (EC) under their Emergency Response Coordination Centre (ERCC), UNEP/OCHA, REMPEC², etc. Each of these organizations have procedures and processes which provide some helpful instruction during a complex response, and, in some cases, include tools for managing international offers of assistance; however none of these organizations and their procedures are comprehensive enough in scope or scale to cover the broad range of issues needed to be addressed in guidelines focused on large complex oil spill responses which exceed bilateral, multilateral and regional agreements. For example, the UNEP/OCHA Guidelines are primarily focused on managing offers of assistance for disaster relief and humanitarian aid, rather than addressing those unique aspects of managing offers of assistance during large oil spill responses. Additionally, while the ERCC may provide assistance to non-EC countries, the ERCC can only negotiate equipment and resources from EC member government agencies, not from private entities within those nations or nations outside of its membership.

The Deepwater Horizon well blowout in the Gulf of Mexico (April 2010) required a massive response that far exceeded the response resources available within the United States. This complex response highlighted some significant gaps in managing offers of assistance from international partners within the U.S. response regimes, as well as gaps in existing guidelines.

These gaps include:

- How best to request and search for the resources specifically needed? Who best to contact?
- How to sort through the many generous, unsolicited offers and choose only those which meet operational needs?
- How to manage the logistics once an offer is accepted – how to transfer the equipment, how to fund, how to manage the customs and coastal trading laws, etc?

GUIDELINES OVERVIEW

These guidelines are written primarily to fit within a nation's governmental system and response regime, rather than being targeted towards private entities, such as existing spill Response Organizations or cooperatives, and manufacturers of response equipment. It would be beneficial, however, for these private entities to be familiar with these guidelines when offering to assist a nation in need during a large, complex response which exceeds its capabilities. Also, since these guidelines were developed under the IMO's OPRC-HNS TG and with the 1990 OPRC as a basis for their formation, it is assumed that the primary users of these guidelines are Member States under the OPRC.

The IOA Guidelines aim to provide guidance for nations in one of two conditions:

- .1 States seeking assistance from other States or organizations following a major oil spill, in framing requests, and evaluating and responding to offers; and
- .2 States that may wish to offer assistance.

² Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea

The IOA Guidelines address different categories with regard to the communication and management of offers of assistance, including recommendations for the development of a comprehensive IOA management system which would include:

- .1 The establishment of coordination mechanisms within the levels of the Requesting nation's agencies, on regional/local levels and national (headquarters) levels;
- .2 Communications between response agencies and Ministries of Foreign Affairs;
- .3 Offer evaluation procedures;
- .4 Offer receipt and processing procedures; and
- .5 Transaction details for an accepted offer, such a terms and conditions of its use, compensation, transportation specifics, insurance requirements, port of entry and customs issues, etc.

I. IDENTIFICATION AND ANALYSIS OF THE ISSUES INVOLVED

International offers of assistance may generally be grouped into five general categories or mechanisms:

- .1 Government to Government;
- .2 Private sector to private sector;
- .3 Private sector to Government;
- .4 Private sector-through-Government to Government; and
- .5 Offers coordinated by Regional Organizations on behalf of governments.

Implementation procedures for any agreement to offer or accept assistance must address the appropriate process for each of the categories and identify a centralized response point of contact to coordinate logistics of deployment the accepted resources into the affected area. Issues such as customs clearances, legal impediments to the use of internationally owned equipment, and funding and reimbursement considerations must also be addressed. Further analysis of these and other issues, combined with a comprehensive review of the issues experienced during the DWH response, indicated the following key issues as priority considerations in the development of the IOA Guidelines:

- .1 Lessons learned from the **DWH** incident indicate the need for mutual understanding within the international community of the need to develop a *robust system of processes for requesting, receiving, managing and acceptance of international offers of assistance from multiple sources* (national governments, regional coordination centers, private entities, etc);
- .2 These Guidelines aim to address the challenges of ensuring *situational awareness* of the incident among Member States (*i.e.* Requesting and Assisting Parties), while effectively supporting the response resource needs of a Member State;
- .3 These Guidelines aim to identify common terminology that assists the Requesting Nation in identifying resources needed, and the status and disposition of available resources, *i.e. a Common Equipment Lexicon*;
- .4 The Guidelines aim to address issues related to *customs and trade, transport logistics, categories for offers of equipment and personnel, health and safety of personnel, mobilization and demobilization*;
- .5 The Guidelines acknowledge the *internal laws and regulations* of Member States (*i.e.* Requesting and Assisting Parties); however, the Guidelines will not endeavour to present comprehensive procedures for each Member State;
- .6 The Guidelines aim to address issues regarding *pricing, compensation and terms and conditions* of the use of accepted equipment.

III. IMPLEMENTATION OF THE OPRC CONVENTION

In July 1989, a conference of leading industrial nations called upon IMO to develop further measures to prevent pollution from ships. This call was endorsed by the IMO Assembly in November of the same year and work began on a draft convention aimed at providing a global framework for international cooperation in combating major incidents or threats of marine pollution. The resulting OPRC convention was adopted in November 1990, and entered into force in May 1995.

The OPRC convention was the first attempt to “internationalize” preparedness and response efforts for marine oil spills, and reflects the reality that not one single nation can effectively manage a large complex oil spill response on its own. Past efforts to organize international cooperation during spill response had previously been limited to regional arrangements and bi- or multi-lateral agreements (Holt, 1993). Such regional agreements cover assistance protocols among neighbouring developing and developed countries, aimed at collective planning and response, and are primarily limited to the resources and capabilities of the signatories, and often rely on only on the government-owned resources of the member states.

The framework of the OPRC Convention focuses on development of national systems of preparedness and response. It also outlines a platform for international cooperation and mutual assistance, however does not address compensation, which are covered by the CLC³ and Funds Conventions as well as the Bunkers Convention.

To date, 106 states are now signatories of the OPRC 1990 Convention, which represents ~ 71% of the world's tonnage (*source* <http://www.imo.org/About/Conventions/StatusOfConventions/Documents/Summary%20of%20Status%20of%20Conventions.xls>).

As with any treaty, the responsibility for its implementation and effectiveness lies with the signatory parties. In 1991, IMO's MEPC established the OPRC Working Group, to oversee its implementation (Edwards, 1995). One product this group developed is the *Guidelines for Facilitation of Response to an Oil Pollution Incident Pursuant to Article 7 and Annex of the International Convention on Oil Pollution and Preparedness, Response and Cooperation, 1990*, adopted on 27 November 1997. This was then later superseded by Resolution A.983 (24), *Guidelines for Facilitation of Response to a Pollution Incident*, was later adopted on 1 December 2005.

Resolution A.983 (24), *Guidelines for Facilitation of Response to a Pollution Incident*, outlines the responsibilities and roles of each Party to the Convention, including in particular:

- Each Party to the OPRC-HNS Protocol shall take the necessary legal or administrative measures to facilitate the arrival and departure as well as utilization in its territory of ships and other vehicles transporting response equipment or personnel.
- The Annex to the OPRC Convention and the Annex to the OPRC-HNS Protocol make provision for the reimbursement of costs of assistance.
- Recognition of the critical importance of developing administrative procedures to facilitate rapid provision of assistance and deployment of response equipment and personnel.

Resolution A.983 (24), *Guidelines for Facilitation of Response to a Pollution Incident*, also includes an Annex, which provides the backbone upon which these more comprehensive IOA Guidelines are formed:

GUIDELINES FOR FACILITATION OF RESPONSE TO A POLLUTION INCIDENT

1. If a State needs assistance, it may ask for assistance from other states, indicating the scope and type of assistance needed.
 - A State asked to provide assistance should promptly decide and inform the requesting State whether it is in a position to offer requested assistance, and
 - Indicate the scope and terms of assistance to be rendered.
2. States concerned should cooperate to facilitate prompt assistance. States should follow the provisions of any existing bilateral or multilateral agreements, but if these agreements do not exist, assistance should follow the remaining provisions in these guidelines.
3. Requesting state is responsible for overall supervision, control and coordination of the response to the incident and of any assistance supplied. Personnel sent by the Assisting Party are in charge of the immediate operational supervision of its personnel and equipment.
 - Personnel sent by the Assisting Party should follow relevant laws of the Requesting Nation. The Requesting Nation should ensure that Assisting Party personnel are made aware of these laws.
 - Appropriate authorities of the Requesting Nation and Assisting Party should cooperate closely on all relevant issues.
4. Requesting Nation should provide adequate local facilities and services for adequate administration and management of the Assisting Party's assets, including decontamination, and ensure the security, and protection of its personnel and equipment as well as their safe return.
5. Requesting Nation should endeavour to afford the Assisting Party and its representatives the

³ International Convention on Civil Liability for Oil Pollution Damage

privileges, immunities, or facilities necessary to expedite their ability to perform their assistance. The Requesting Nation should not be required to apply this provision to its own nationals or permanent residents, or to afford them the privileges and immunities referred to above.

6. A third party State or Nation should, at the request of the Requesting or Assisting Party, facilitate the transit through its territory of duly notified personnel and equipment and property involved in the assistance, to and from the Requesting Nation.
7. Requesting Nation should facilitate the entry into, stay in and departure from its national territory of duly notified personnel and/or equipment.
8. Requesting Nation should reimburse the Assisting Party for any loss or damage to equipment or other property belonging to the Assisting Party.
 - Requesting Nation should reimburse the Assisting Party for expense involved in the assistance, and for loss of life or property incurred during the assistance.
9. Nations should cooperate closely to facilitate the settlement of legal proceedings and claims which could result from any assistance activities.
10. Requesting Nation may at any time request the termination of assistance received.
 - Once a termination request is made, Nations concerned should consult each other to make arrangements for proper termination of assistance.
11. To avoid delays in implementing assistance from other nations from existing laws, as part of preparedness for responses, Nations should adopt necessary legislation to facilitate an incident which will require assistance from other nations.
12. Nations which will receive personnel and equipment provided on behalf of a ship-owner, cargo owner or other relevant entities should also utilize similar facilitation.
13. In some cases, a ship owner, cargo owner or other relevant entity may be best placed to call upon dedicated equipment and personnel to assist a pollution response.
 - Requesting Nations should facilitate the entry, clearance and return of personnel and equipment provided.
 - Public authorities of the Requesting Nation should, as possible, temporarily waive customs and excise duties and other taxes on any equipment and materials provided to assist in the pollution response.

IV. ROLES AND RESPONSIBILITIES OF PARTIES INVOLVED IN IOA

In the course of a large complex oil spill response incident, when a nation finds it necessary to initiate a comprehensive IOA system, there are a minimum set of provisions which each of the nations or entities involved in offering and requesting assistance should assume and adhere to.

Such roles and responsibilities include (*adapted from REMPEC "Checklist of principal institutional provisions aimed at facilitating mutual assistance in case of a major marine pollution accident which should be included in National Contingency Plans"*):

- Within each nation's National Contingency Plan, special institutional arrangements should be adopted and administrative and financial arrangements should be established, such as:
 1. Designation of the competent national authority which, once the situation has been assessed, will determine the extent of the required assistance;
 2. Designation of a national authority entitled to act on behalf of the State to request assistance or to decide to provide the requested assistance, as well as to deal with the legal and financial aspects of mutual assistance, and arrangements which would enable this authority to be contacted rapidly in case of an urgent request for assistance;
 3. Financial modalities applicable to mutual assistance;
 4. Roles and obligations of the Party requesting assistance concerning:
 - a. the receipt of equipment;
 - b. costs of board and lodging, possible medical expenses and repatriation of assisting personnel; and
 - c. arrangements, in particular concerning customs and immigration, for facilitating the movement of personnel, vessels, aircraft and equipment.
- Whenever assistance is requested, the Requesting Party will be in full charge of response operations. If response teams are put at the disposal of the Requesting Party it will issue instructions to response team leaders who will then be in charge of looking after the details of the operation.
- The Requesting Party will:
 - make its request in a clear and precise manner (quantity, type etc) by indicating for which purposes equipment, products and response personnel will be used;
 - appoint an authority to receive the equipment, products and/or personnel and to ensure control of operations from the moment equipment, products and personnel arrive in the country and while these are conveyed to and from the scene of operations;
 - make arrangements for the rapid entry of equipment, products and personnel prior to their arrival and ensure that customs formalities are facilitated to the maximum extent. Equipment should be admitted on a temporary basis and products should be admitted free of excise and duties;
 - supply all that is needed for the correct operation and maintenance of equipment and provide accommodation and food for response teams;
 - ensure that, should ships and aircraft be provided, ships are granted all necessary authorizations and aircraft cleared to fly in the national air space. A flight plan or a flight notification will be filed and accepted as an authorization for aircraft to take off, land ashore or at sea outside regular customs airfields;
 - return, once response operations are over, all unused products and ensure that returned equipment is in the best possible working order;
 - send a report on the effectiveness of equipment, products and personnel provided, to the appropriate Authorities of the Assisting Party.

- The Assisting Party will provide:
 - a detailed statement and complete list of all equipment, products and personnel within those listed by the Requesting Party it can provide as well as instructions for use of equipment and products;
 - equipment that is in good working order and suitable for the requirements of the Requesting Party;
 - only products approved for use in its own territory; and
 - competent specialized personnel, if possible equipped with own kit needed for their action. Non specialized personnel should not normally be sent out except perhaps in case of particularly massive oil pollution.
- In the absence of bilateral or multilateral agreements, the financial conditions for the operation will be agreed between the Assisting and the Requesting Parties.
- For regional cooperation to work effectively and rapidly in case of emergency, each Party will update annually the information provided in their National Contingency Plan and any other relevant information including:
 - the national organization and the competent national authorities in charge of combating marine pollution;
 - specific national regulations aimed at preventing accidents likely to cause marine pollution;
 - national regulations regarding the use of products and combating techniques;
 - bilateral or multilateral agreements on marine pollution signed with other Mediterranean Parties;
 - research programs, experiments and major exercises on the various aspects of marine pollution response; and
 - purchase of major items of equipment.
- In order to strengthen the national capabilities to combat pollution, a national program of training of personnel will be developed and maintained at a proper level, which should include at a minimum:
 - At a regional level:
 - (a) General training covering all the aspects of marine pollution control.
 - (b) Practical advanced training designed to deal with one single and important aspect of pollution control.
 - At a national level:
 - (c) Pollution combating training adapted to the specific requirements of a Party, on its request.

V. IOA COORDINATION SYSTEM

These IOA Guidelines are targeted towards large spill response incidents that reach a level of complexity that goes beyond existing Regional and Bilateral/Multilateral agreements, whereby the affected nation will make a determination to activate the IOA process, and create an IOA Program. At this point, it is anticipated that the affected nation would then utilize these IOA Guidelines, and will likely employ one or more of the 5 basic mechanisms (Figure 1):

- .1 Government to Government;
- .2 Private sector to private sector;
- .3 Private sector to Government;
- .4 Private sector-through-Government to Government; and
- .5 Offers coordinated by Regional Organizations on behalf of governments.

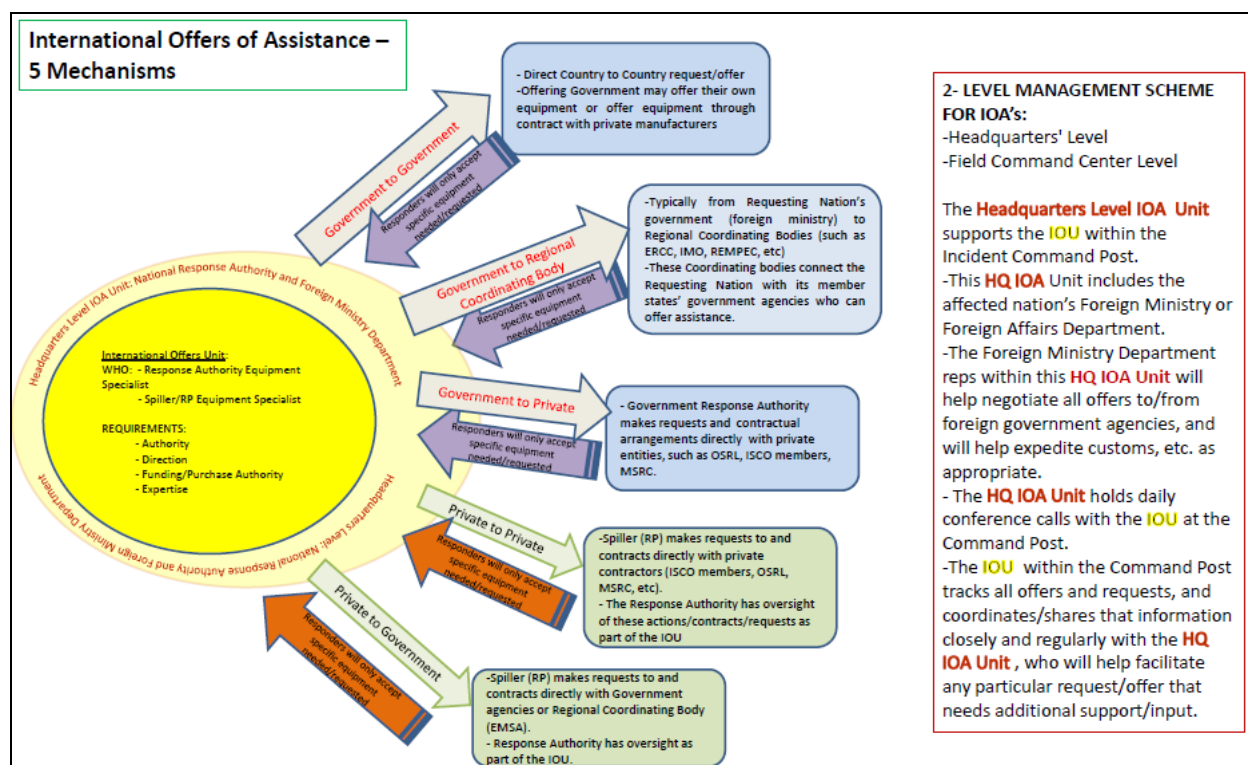


Figure 1. International Offers of Assistance – 5 Mechanisms

Once an incident-specific IOA program or system is being implemented, it is recommended that a two tier or two level **IOA Management Team** be stood up to manage the requests, the offers, the status of each as well as the detailed negotiations required to deploy the needed equipment and resources from the offering nation to the affected nation, to the area of the spill:

1. **Headquarters or Department Level:** This “**HQ IOA Unit**” would likely be comprised of Headquarters or Department level representation from the Response Authority, and the Foreign Ministry Department, and possibly other Department level agencies as appropriate within the affected nation.
2. **Field Command Center Level:** It is recommended that “**International Offers Unit**” be housed at the field Command Center, and include representatives from the Response Authority (ideally staff with technical expertise and oil spill experience); and representatives from the Spiller/Responsible Party who have technical expertise (this could include representatives from the company or from one of their spill response contractors).

This two level IOA management team are to stay in close communication and coordination, ideally through daily conference calls.

REQUESTS FROM THE AFFECTED (or REQUESTING) NATION:

The requests for equipment, response resources and technical specialists will be generated at the Field Command Center level, from within the “**International Offers Unit**”.

- The specialists in this International Offers Unit will work closely with the response manager and those running the response operations in the Field to help identify resource constraints and limited supplies for specifically needed equipment and other response resources, for the duration of the response. These teams should establish a once daily communication to determine any changing needs, and provide updates on the arrival status of offers accepted.
- The specialists in this IOU will then utilize the IOA Lexicon to write up the request forms for the specific items needed, using the common terminology developed within the Lexicon.
- The field IOU specialists will then communicate these resource and equipment needs to the Headquarters level “IOA Unit”, through the forms, and through the daily conference calls.
 - It is anticipated that each specific request will likely be handled by different mechanism (Table 1) – some driven/led by the HQ level Unit, and some driven/led by the Field IO Unit.
- During these daily calls between the HQ and Field level IOA units, the members will coordinate which mechanism will be utilized to obtain which needed piece of equipment or resource, and which part of the process to move the equipment to the field site will be managed by the HQ unit and which by the Field level unit.
 - For Example: if the technical specialists working in the Field IOU are able to negotiate directly with an equipment manufacturer in a foreign country and obtain the exact piece of equipment required, the Field IOU may manage the majority of this transaction, and will keep the HQ level IOA unit aware of the status and of any need for any higher level assistance with Customs or Immigration, etc.
- The specialists at the Field IOU will recommend which pieces of equipment they would like the HQ Level unit to solicit through diplomatic channels from other nations and from Regional Coordinating Bodies, and the Field level unit will also research possible sources of their specifically needed pieces of equipment and resources. They may know the best sources for their needed equipment, and they may reach out directly to these sources to negotiate obtaining their needed resource.
- The two level IOA Management team will also determine at which level each of the offers and requests will be logged, tracked for status, as well as the need for and status of any follow-up correspondence which may be appropriate.
 - In most cases, it will be most appropriate for the HQ level IOA unit to manage communications with other foreign national governments, as well as Regional Coordinating Bodies. Once initial correspondence has occurred, and the offer and/ or request has been accepted, technical specialists from the offering nation or Regional Center may then work directly with technical specialists at the Field IOU level to finalize details about deployment specifics.
- In such cases, however, it is still expected that the Field IOU will keep the HQ level IOA unit apprised of all interactions and developments with regard to their interactions with the offering nation or regional coordinating body, typically through the daily conference calls.

OFFERS FROM ASSISTING NATIONS:

- Offers may come in, unsolicited, from other nations and Regional Coordinating Bodies, and other organizations, to provide equipment, resources, and technical personnel.
- It is expected that these offers will be managed by the HQ level IOA Unit, even if they are received directly into the Field Command Center.
- The HQ Level IOA Unit will log each of these offers and track the status of when replies were sent, and the content of the reply.

- The HQ Level IOA will also create a list of offered equipment and resources and share this regularly with the Field IOU, as a need may arise later in the response for some of the equipment and resources offered.
- Some offers may need to be rejected outright, if the equipment or resources offered are clearly not needed or appropriate, and are not anticipated to be needed later in the response.
 - It is expected that the HQ Level IOA Unit, with direct involvement from the affected nation's Foreign Ministry department, will draft and deliver such correspondence in the appropriately diplomatic manner.

FUNDING AND OTHER KEY TERMS AND CONDITIONS OF IOA TRANSACTIONS:

- Before an offer or request for a specific response resource can be completely accepted, and its mobilization to the affected area started, there must be a clear communication between the key members of the offering/assisting nation, Regional Coordinating Body, or other entity and the affected nation's involved government agencies as to what the specific terms and conditions of the transaction will be. These include:
 - Clear agreement and understanding of compensation expectations: whether the piece of equipment (or resource) will need to be paid for, or rented, or returned "in kind". Also, all parties involved must agree upon liability concerns, requirements for insurance, and conditions for the equipment's return (if applicable), etc.
- It is recommended that these types of negotiations and discussions take place in most IOA transactions at the HQ IOA Unit level.
 - There may however be cases, as stated earlier, when the specialists in the Field IOU are working directly with a vendor and all of these issues can be worked out at this level. In such a case, however, the Field IOU must still coordinate with and keep informed the HQ IOA Unit.

PROPOSED TYPES OF MECHANISMS FOR IOA (see Figure 1):

1. GOVERNMENT TO GOVERNMENT:

This category or type of mechanism is inclusive of all interactions and transactions related to IOA between the government agencies of the affected nation's (in particular the 2-level IOA Management team comprised of the HQ Level IOA Unit and the Field IO Unit), and any other foreign government. In some cases, requests made by the Requesting Nation to an Assisting Nation may result in the Assisting Nation recommending contact with a private entity (such as oil spill contractors, equipment vendors and manufactures, as well as any oil company/facility which might have equipment to offer) within their country.

2. GOVERNMENT TO PRIVATE:

This category or type of mechanism is inclusive of all interactions and transactions related to IOA between the government agencies of the affected nation's (in particular the 2-level IOA Management team comprised of the HQ Level IOA Unit and the Field IO Unit), and any private entity such as oil spill contractors, equipment vendors and manufactures, as well as any oil company/facility which might have equipment to offer.

3. GOVERNMENT TO REGIONAL COORDINATING BODY:

This category or type of mechanism is inclusive of all interactions and transactions related to IOA between the government agencies of the affected nation's (in particular the 2-level IOA Management team comprised of the HQ Level IOA Unit and the Field IO Unit), and a Regional Coordinating Body, such as ERCC, or REMPEC. These Regional Coordinating bodies will help locate the requested equipment and resources from member governments within their organization only, and will provide contact points for the Requesting Nation. These Regional Coordinating bodies may also facilitate and expedite transportation of equipment, in some cases. These Regional Coordinating bodies do not, however, interact directly with private entities (spill contractors, equipment manufacturers or other private companies with response equipment) within their member nations.

4. PRIVATE TO PRIVATE:

This category or type of mechanism is inclusive of interactions that the Spiller/RP (or their spill contractors) has directly with spill contractors, equipment manufacturers and vendors, and other private entities. While the transactions and negotiations which take place via this mechanism will be done primarily by the Spiller/RP (or one of their spill contractors), once the IOA process has been triggered, or initiated, the affected nations' IOA Management Team need to track these transactions,

to maintain overall situational awareness of the specific types and amounts of resources that will be entering their borders, and the specifics of the transactions.

5. PRIVATE TO GOVERNMENT:

This category or type of mechanism is inclusive of interactions that the Spiller/RP (or their spill contractors) has directly with foreign government agencies or Regional Coordinating Bodies. There may be cases where an assisting nation or Regional Coordinating Body might be willing or able to negotiate directly with the Spiller/RP or their spill contractor to mobilize a specific piece of equipment or response resource. As with the other mechanisms, once the IOA process has been triggered, or initiated, the affected nations' IOA Management Team will need to track these transactions, to maintain overall situational awareness of the specific types and amounts of resources that will be entering their borders, and the specifics of the transactions.

VI. COMMUNICATIONS BETWEEN REQUESTING AND ASSISTING NATIONS DURING IOA

In order to ensure that the correct equipment and assistance is requested as part of the IOA program, response agencies should specifically define and document their specific needs as the basis for requesting international assistance. Nations soliciting specific response resources from foreign governments or international organizations should consider providing detailed information in each request for assistance with respect to both equipment and personnel. Providing such detailed information will promote the generation of responsive offers of assistance that most closely match current and projected operational needs. These requirements should be communicated to the international community in a uniform manner. Requesting nations should update such detailed solicitations as operational needs change during the course of the response.

As soon as practical after response operations have commenced, and the IOA program has been initiated, foreign ministries and external affairs agencies within the affected nation should provide guidance to their Embassies and missions in foreign States on how to communicate information regarding assistance that the State requires based on current or projected operational needs and how to facilitate responses to offers of assistance from foreign governments or international organizations that may be submitted, in the first instance, to Embassies or missions.

It is recommended that a standard format for an **ALERT** or **REQUEST REPORT** be used by the Requesting Nation to provide standardized means of informing other nations and organizations of the specifics of the incident and the specific operational needs as part of specific resource requests. See annex I for a sample **REQUEST REPORT**.

Nations soliciting specific response resources

With respect to nations soliciting specific response resources, requests may include:

1. information on the preliminary responses to offers of assistance, including, if appropriate, descriptions of how the offer of assistance will be further evaluated within the framework of the government's emergency response system and related laws and regulations, and any applicable interagency evaluation process;
2. if appropriate, estimates for the length of time the evaluation of the offer is expected to take;
3. instructions for providing detailed information about each offer of assistance from a foreign government or international organization; and
4. instructions for how to forward and transmit any offers to that nation's nearest embassy or mission. The requesting nation should also provide instructions to its embassies and missions worldwide on how to deliver these offers to appropriate personnel with the lead response agency or other elements of the foreign ministry or external affairs agency (i.e. email, facsimile and telephone contact information of specific points of contact that will require the information).

Offers of equipment from other nations or international organizations that can be deployed or utilized in response operations

With respect to offers of equipment from foreign states or international organizations that can be deployed or utilized in response operations, offers to the affected nation include the following:

1. using the terminology in the Common Lexicon, the exact type and specification of the equipment offered including, to the fullest extent possible, detailed photographs of the equipment, identification of the manufacturer(s), model numbers, specification documents and, if practical, any information regarding the prior operational use of the offered equipment in related oil or hazardous material discharge/release events;
2. the current condition of the equipment and the possibility of degradation of the equipment during operational use;
3. the total amount of each specific type or category of equipment offered;

4. weight, dimensions and other physical characteristics of equipment offered;
5. when and for how long the equipment would be available;
6. whether the equipment is being offered on a reimbursable basis or without charge; summary of the terms and conditions of the offer if the equipment is being offered on a for-fee basis;
7. where the equipment is currently located;
8. whether the offering government will transport the equipment and the terms and conditions under which transportation is offered including any export or customs restrictions that may apply under the offering government's national laws;
9. any special logistical problems that may be encountered in transporting or deploying the equipment;
10. any specific conditions regarding use of the equipment by the offering government or entity;
11. the location of the international airport or seaport from which the equipment will be transported;
12. contact information for authorized points of contact who are knowledgeable about relevant technical details of the offered equipment and would be available to discuss additional technical or operational details with subject matter experts; and
13. estimates of the time required to make the equipment available for transfer.

Offers of technical, advisory or expert assistance from other nations or international organizations

With respect to offers of technical, advisory or expert assistance from a foreign government or international organization, such detailed information for the Requesting Nation may, without limitation, include the following:

1. the credentials and/or a brief description of the experience of each individual that would provide assistance;
2. an assessment of the capability of each individual to speak and read in the official language of the State engaged in response operations and the availability of effective translation services if a language barrier is expected;
3. each individual's availability both in terms of how quickly the individual can be deployed to response operations, for how long the individual can be deployed, and any requirement for the individual to depart the operational theater over the anticipated deployment period;
4. any costs the receiving government would be expected to defray (e.g. air fare, lodging, per diem);
5. whether the offering government would facilitate direct communications between the individuals offering to provide assistance and technical experts of the responding State to further evaluate the offer;
6. any special requirements of the offering government regarding the status of the individual during any deployment period (i.e. requirement that the individual have the status of Embassy technical staff, etc.); and
7. establishing means to ensure the personal safety and security of individual respondents while assisting in country, as well as ensuring their indemnity against any existing responder liability laws within that nation.

VII. RECOMMENDATIONS FOR OFFER RECEIPT AND PROCESSING PROCEDURES

This chapter outlines some key proposed procedures for the establishment of mechanisms for review and consideration of and response to offers of assistance on the most expedited basis possible, consistent with operational requirements.

BEST PRACTICES

- .1 Ensure operational elements of response organizations (i.e. the Response Authority such as Coast Guard) are heavily involved throughout the evaluation of offers to confirm that offers of assistance meet current or projected operational needs, and are empowered to accept or decline such offers, based on current or projected needs;
- .2 Facilitate and ensure any necessary legal reviews of offers of assistance from appropriate Requesting Nation authorities; and
- .3 Ensure adequate and comprehensive documentation of offers of assistance from foreign governments and international organizations, including: the responses to such offers; the financial arrangements agreed to such as the costs associated with the deployment of any equipment and/or personnel for the purpose of cost recovery; evidence collection or other post-event actions for which such information may be needed.

Once a nation and its appropriate authority determine the need for response resources beyond its existing capabilities, as well as those beyond which it can obtain through exiting bilateral and multilateral agreements, a Liaison Officer(s) to coordinate between the Response Authority agency and the agency which handles foreign affairs (e.g. the United States Coast Guard and the U.S. Department of State), should be established as well as possibly an Interagency Group (to ensure other agencies which should be involved in the IOA process are properly represented, such as Customs and Border Protection or similar agencies).

Upon receipt of an offer of assistance, pre-designated Liaison Officers and interagency working groups described earlier should lead efforts to define operational requirements – being led by technical experts within the Response Authority agency – and should ensure, to the extent practical that detailed information described in these guidelines is obtained for all offers of assistance.

Agencies engaged in response operations should ensure that units charged with the evaluation and deployment of response assets are appropriately and sufficiently staffed so that the need to evaluate and respond to offers of assistance does not interfere with the actual conduct of operations.

States should provide guidance to response personnel and any foreign ministry or external affairs personnel and personnel at Embassies and missions regarding documentation of offers of assistance from foreign government and international organizations, responses to such offers, and costs associated with the deployment of any equipment or personnel for the purpose of cost recovery, evidence collection or other post-event actions for which such information may be needed.

PROCESSING AND MANAGEMENT OF AN OFFER:

The following are some recommended steps to follow in order to adequately process an offer of assistance, upon receipt. These steps are not prescriptive, and they are not exhaustive. Each response situation is unique and those involved must be flexible to adapt these to their unique circumstances as appropriate.

- **DOCUMENT RECEIPT OF THE OFFER:** Once the Requesting Nation has submitted an ALERT or REQUEST REPORT (annex I), and offers of assistance start to arrive (preferably using the sample OFFER COMMUNICATION (annex II), the already established Liaison Officers (between the Response Authority and Foreign Ministry) as well as the operational technical experts from the Response Authority agency, and the Interagency group (if formed) will document receipt of the offer, ensuring that the following information is captured at a minimum:

- Date and Time of Receipt of Offer
- Method Offer was Transmitted
- Who submitted the offer (Nation, Agency, Organization, Company, etc.)
- Specific Details of what was offered (as much as have been provided)

- An internal spreadsheet, database, Offer log, or some other electronic means to track offers which have been received by the Requesting Nation must be established, and the agency responsible for tracking and responding to received offers must be determined and agreed upon.

- **RESPONSES TO OFFERING NATIONS:** As described below, a timeline must be established for all steps involved with managing international offers, one of the first of which must be an initial communication to the Assisting Party that their offer has been received and is under review. This initial receipt communication should also provide a time estimate of when an acceptance/decline communication will be sent. An example of a RECEIPT COMMUNICATION can be found in Appendix C.

- **DETERMINE TIMELINES AND EVALUATION TEAM COMPOSITION:** A determination must be made, between the Requesting Nation's Response Authority and Foreign Ministry, of the frequency with which offers will be reviewed and evaluated, as well as the composition of the evaluation team. During prolonged and complex responses, it is possible for International Offers of Assistance to be provided over weeks of time. In such cases, those charged with receipt and evaluation of those offers as well as for acceptance, must establish a frequency of evaluation as well as a timeline for providing a response to the Assisting Party. For example, the Evaluation Team could include representatives from the Coast Guard (including technical experts as well as decision makers) and the Department of State, and they may meet daily at a set time in person or via teleconference to evaluate and provide an acceptance recommendation on offers received.

- **TECHNICAL INPUT:** Ensuring that evaluation teams include a technical expert(s) who is closely involved in the response and is intimately aware of specific response needs, in detail such as the type and kind of skimmer, boom, or other equipment is critical to the success of utilizing offers of assistance. One of the primary objectives of a successful International Offers of Assistance program is to ensure that the offers aid and support the response, with only those tools needed, and not bog down the response with unnecessary, unwanted or outdated equipment.

- **ACCEPTANCE DECISION:** Once the Evaluation Team has made a determination whether to accept or decline the offer, this decision must be documented appropriately. A range of specific information should be included in the Acceptance Decision documentation, including rationale and/or criteria for accepting or declining an offer. For example:

<p>OFFER STATUS: ACCEPTED / DECLINED</p> <p>RATIONALE: OFFER WAS FOR AN EQUIPMENT TYPE NOT NEEDED FOR THE OPERATIONS OF THIS RESPONSE.</p>

An example of an ACCEPTANCE COMMUNICATION can be found in Appendix D.

KEYS TO SUCCESS:

- Critical to the successful management of an International Offers of Assistance program are to ensure that all parties involved have realistic expectations about how offers will be solicited, managed, processed, and responded to, as well as reasonable timeline estimates for each of these key steps.
- Also critical to a successful IOA program, is consistent and thorough documentation of each step in the management and processing of offers, "cradle to grave".

**RECOMMENDATIONS FOR INITIATING OFFERS AND OTHER CONSIDERATIONS
REQUEST FOR ASSISTANCE**

The requesting party's personnel and/or equipment are eclipsed by a Tier 3 event. Local assets need reinforcement. Requesting entity should determine which source would be able to supply resources expediently. In conversation with the technical expert at the resource cache, determine what resource is appropriate, available in a timely fashion and at what terms. Once information is gathered, the requesting party should make a request for assistance on the form provided the annexes.

THE REQUESTING ENTITY SHALL

- make its request in a clear and precise manner (quantity, type, etc.) by indicating for which purposes equipment, products and response personnel will be used;

- appoint an authority to receive the equipment, products and/or personnel and to ensure control of operations from the moment equipment, products and personnel arrive in the country and while these are conveyed to and from the scene of operations;

- make arrangements for the rapid entry of equipment, products and personnel prior to their arrival and ensure that customs formalities are facilitated to the maximum extent. Equipment should be admitted on a temporary basis and products should be admitted free of excise and duties;

- supply all that is needed for the correct operation and maintenance of equipment and provide accommodation and food for response teams;

- ensure that, should ships and aircraft be provided, ships are granted all necessary authorizations and aircraft cleared to fly in the national air space. A flight plan or a flight notification will be filed and accepted as an authorization for aircraft to take off, land ashore or at sea outside regular customs airfields;

- return, once response operations are over, all unused products and ensure that returned equipment is in the best possible working order;

- send a report on the effectiveness of equipment, products and personnel provided, to the appropriate Authorities of the Assisting Party.

THE ASSISTING ENTITY SHALL PROVIDE:

- a detailed statement and complete list of all equipment, products and personnel within those listed by the Requesting Party it can provide as well as instructions for use of equipment and products;

- equipment that is in good working order and suitable for the requirements of the Requesting Party;

- only products approved for use in its own territory;

- competent specialized personnel, if possible equipped with own kit needed for their action. Non-specialized personnel should not normally be sent out except perhaps in case of particularly massive oil pollution.

FINANCIAL CONSIDERATIONS

- In the absence of bilateral or multilateral agreements, the financial conditions for the operation will be agreed between the Assisting and the Requesting Parties before the transfer of equipment or resources commences.

EQUIPMENT CONSIDERATIONS

- Sending, receiving and returning of equipment requested or offered creates a number of logistic, administrative and legal problems which should be resolved quickly, since a delay in the above chain of actions may considerably reduce the efficiency of the assistance. General arrangements in this regard should be adopted prior to any accident and could be usefully included in the National Contingency Plan. Thus only the details of application remain to be settled at the time of action.

- Following the detailed evaluation of the situation, the Entity requesting assistance should specify, as precisely as possible, the type and quantity of equipment and products needed.

- The Entity supplying assistance should, in its reply, attach a detailed list of equipment and products available, including necessary technical specifications (dimensions, weights, capacities), precise power requirement (type of fuel, consumption, etc.) and envisaged transport modalities. It should also indicate the equipment needed for handling such material in the port or airport of entry, the number of

people required for off-loading operations and the necessary means of transportation of response material to the site of the accident.

- In order to put such equipment in use as soon as possible, the requesting Entity will take the necessary measures for immediate customs clearance of all arriving material and, if needed, authorize their use (e.g. authorization to navigate), as well as for the immediate clearing of immigration formalities for personnel needed for operating the equipment.

- The Requesting Entity undertakes to return the equipment as soon as the operations are terminated, if requested to do so by the supplier.

TRAINING/CERTIFICATION

The Assisting Entity should determine minimum standards of training required to operate equipment sent to Requesting Party.

SAFETY

The Assisting Entity should determine minimum standards of safety required to operate equipment sent to Requesting Party.

MAINTENANCE

The Assisting Entity should determine minimum standards of maintenance required to operate equipment sent to Requesting Party.

SECURITY

The Assisting Entity should determine minimum standards of security required to operate equipment sent to Requesting Party.

VIII.RECOMMENDATIONS FOR OFFER EVALUATION PROCEDURES

As described in the previous chapter on management and processing of offers of assistance, determining evaluation procedures for each incident as well as the composition of an evaluation team, and then sharing those procedures with all involved parties, along with reasonable timeline estimates is critical to a successful management of an IOA program during a large spill response.

RECOMMENDED STEPS FOR OFFER EVALUATION:

ESTABLISH AN EVALUATION SYSTEM:

- Determine composition of Evaluation Team: Should include the Response Authority agency, including technical experts working in the operational aspects of the response, as well as representatives from the Foreign Ministry agency as well as any Liaison Officers between these agencies. Also, the final decision authority for which agency/representative has the final say in acceptance or decline of an offer must be clearly established at the onset of this process.
 - Technical Expert(s) involved in Offer Evaluation should be members or representatives from the Response Authority and closely involved in the response operations and its needs.
 - In certain nations, there is a response unit established as part of the response organization, called the Critical Resources Unit. The primary responsibility of this unit is to monitor and determine those response resources which are in high demand to maintain or conduct response operations, but are in very short supply or are not available. Members from this unit would be ideal candidates for the Evaluation Team for IOAs.
- Determine Evaluation process timeline: including frequency of when evaluation team will review an offer and make an acceptance/decline decision.

EVALUATION STEPS:

- Review the Offer Communication form from the Assisting Party.
- Determine whether there is enough detail presented about the assets offered to make an immediate Acceptance/Decline decision. If not, request additional information. If so, compare offered assets with specific response needs – this step must include participation from a technical expert involved in the response operations.
- Make determination if asset(s) can fill a response operations need, factoring in estimated transit time from Assisting Party to operating theater.
- Document Evaluation and Offer Acceptance decision. An example of an ACCEPTANCE COMMUNICATION can be found in Appendix D.

ACCEPTANCE DECISION: Once the Evaluation Team has made a determination whether to accept or decline the offer, this decision must be documented appropriately. A range of specific information should be included in the Acceptance Decision documentation, including rationale and/or criteria for accepting or declining an offer. For example:

- OFFER STATUS: ACCEPTED / **DECLINED**
- RATIONALE: OFFER WAS FOR AN EQUIPMENT TYPE NOT NEEDED FOR THE OPERATIONS OF THIS RESPONSE.

IX. CUSTOMS, LEGAL AND FINANCIAL ISSUES

A Requesting Nation must decide that if the need for assistance from other nations exists, that Requesting Nation must determine how best it can facilitate the entry of the equipment, property or personnel from an Assisting Party into its own territory (if it is a national government entity or Regional Coordinating Body). To that end, the Requesting Nation should facilitate the arrival of international environmental emergency assistance, including expeditious processing or complete waiver of customs and visa requirements.

The Requesting Nation should also provide regular information to arriving experts or response teams with regard to entry points, customs and visa requirements and other arrival arrangements.

Many states have laws in place for customs duty and/or restriction exemptions with regard to certain types of goods imported and exported for humanitarian relief. It is also common for governments to have special emergency provisions in their customs legislation allowing for special arrangements being put in place for processing of incoming relief items following a major disaster. Requesting

Nations should evaluate the applicability of such laws, if they exist within their nation, to assistance for pollution response, which may not fall under the same stipulations as disaster response.

If such laws exist within the Requesting Nation and can be applied to IOA for pollution response, the Requesting Nation needs to determine how these exemptions will be implemented for response equipment, property and personnel arriving in from the Assisting Parties. Likewise, the international responders from the Assisting Party should prepare and have ready detailed manifests of their equipment or property to facilitate expeditious customs processing.

If the Requesting Nation accepts the use of ATA Carnets (www.atacarnet.com), for temporary admission of professional equipment, it may be advantageous to investigate whether the issuance of a Carnet is an option. A Carnet or ATA Carnet (pronounced kar-nay) is an international customs and export-import document. It is used to clear customs without paying duties and import taxes on merchandise that will be re-exported within 12 months. Obtaining a Carnet also includes obtaining a surety bond to secure the value of the goods shipped; insurance for the goods; and shippers export declaration.

IMMIGRATION AND CUSTOMS ISSUES

Typically, immigration regulations regarding employment authorization require that consent be obtained for all foreign nationals to work within a country. For purposes of immigration and customs and excise rules, special emergency procedures should be legislated, or temporary easements allowed, that could be invoked by government authorities in the event of a spill in which a foreign response organization's services were needed.

POINTS OF ENTRY

All participating Nations should pre-identify points of entry for incoming teams. Entry points can be any type of border crossing (roads, rivers, ports, railroads, airports). Participating Nations should develop a "catalog" of these pre-identified entry points, including their capacities. The Requesting Nation should make all necessary arrangements to receive the incoming teams and equipment at the points of entry.

INSURANCE

The Requesting Nation should determine with the Assisting Party which party will assume the responsibility for equipment damage and loss. In either case, typically the polluter should obtain documented liability coverage and insurance. If suitable insurance cannot be obtained that defines the costs either party, then another means of guarantee should be requested. The most secure means of insuring the replacement of damaged or lost equipment is to request that a bond be placed with a financial institution in the value of the equipment and include it in their cost for the loaned equipment.

LEGAL FRAMEWORK ISSUES

One of the greatest potential legal hurdles for acceptance and utilization of international assistance involves the potential liability and financial risks that could attach to a responder involved in response activities in a foreign country or foreign waters. Awareness of the applicable laws and responsibilities by the Assisting Party is key to avoid any possible liability issues (e.g.: fines for causing secondary pollution and property damage, dispute regarding the success and termination of a clean-up operations, waste disposal regulations, etc.).

It is incumbent upon the Requesting Nation to ensure they have solid and systematic solutions ready to identify relevant legal issues that may constitute obstacles to the overall objective of facilitating the provision of international assistance, and if appropriate, modify their legislation.

Participating Nations should consider the granting of legal exemptions, in particular:

- exempting the requested/accepted equipment requested from all custom duties, taxes, tariffs, or any governmental fees, and exempt them from all export transit and import restrictions;
- simplifying and minimizing documentation requirements for export, transit and import;
- permitting the re-exportation of goods and equipment used, in the event that the Requesting Nation wishes to retain what it originally owned;

- waiving or reducing inspection requirements (where this is difficult, consider using pre-clearance processes where possible to clear equipment more rapidly); and
- arranging for inspection and release outside of business hours and/or at a place outside the customs office to avoid unnecessary delay.

The Requesting Nation should, when necessary and possible, exempt Assisting Nation, and possibly private sector assisting personnel from visa regulations and immigration inspection. Where visa regulations and immigration inspection cannot be waived, the Requesting Nation should expedite the necessary formalities at the appropriate point of entry.

LIABILITY

In questions of liability during IOA transactions, ideally one would first and foremost seek to find amicable settlements between the Requesting Nation and the Assisting Party.

COMPENSATION

In order to streamline and expedite this process of cooperation and to avoid any potential for later misunderstanding, the Requesting Nation and Assisting Party should agree on the principles for compensating the potential damage suffered by third parties as early as possible, ideally already during the process of requesting, offering and accepting the international assistance. Both, the Requesting Nation and Assisting Party should declare their willingness or non-willingness to cover damage suffered by third parties.

FINANCIAL AND COST RECOVERY ISSUES

Under the International Compensation Conventions, compensation is available for reasonable response measures. As a consequence, careful consideration should be given to the mobilization of resources to ensure they are reasonable if compensation is to be sought subsequently through one of these Conventions. The IOPC Fund⁴ claims manual has further information on admissibility of claims and claims criteria (<http://www.iopcfund.org/publications.htm>).

Careful documentation of operational activities and their associated costs during a spill response can assist in resolving disputes over cost recovery and in the preparation of claims for compensation. In the event of loss or damage to the equipment, insurance claims will need to be substantiated by supporting documentation.

It is important to ensure careful documentation of operational activities and to designate and train personnel to carry out the task keeping a log of spill-related and their associated costs.

Daily records should be maintained documenting:

Equipment: date mobilized, duration of use, location, initial condition, condition assist in resolving at the time the damage occurred, operators on duty, consumables used and disputes over cost replacement cost.

Personnel: date mobilized, number of workers on site, hours worked, compensation and attendance.

PREPARING MANIFESTS

The following are suggested elements to consider including in a manifest for equipment from the Assisting Party, from the OCHA/UNEP Guidelines for Environmental Emergencies.

⁴ International Oil Pollution Compensation Funds

Manifests

A manifest should, as a minimum, contain the following information:

Date – Stating the date of the export/import;

Reason for Import – A short description stating that the equipment is for the oil spill response operation;

Shipper/Owner – Stating who owns and is responsible for the shipment during transport. Shipper and owner will in most cases be the same, unless equipment is sent as unaccompanied cargo;

Consignee – Name and contact details of the person responsible for the consignment once it has reached the country of destination. For equipment brought by relief teams, etc. this will usually be the same as shipper/owner;

Terms of Delivery – Refers to the international commercial term (incoterm) that applies to the shipment. They are normally used to divide transaction costs and responsibilities between buyer and seller in international commerce and stated on an invoice for customs purposes. For equipment imported by Assisting Party, it is recommended to use the code CIF, which indicates that Cost, Insurance, Freight is included in the invoiced value;

Overview – A table specifying the various items imported with description, quantity, weight/ volume, estimated value in international well-known currency (e.g. USD) and possibly serial numbers of the items. Above or underneath the table the total quantity, weight, volume and value should be indicated. However it should be stated that the item is not imported for commercial purpose;

Declaration – At the end of the manifest a declaration is normally included stating that the equipment is intended to be used, disposed of, or re-exported. Furthermore, it is also declared what origin the equipment has, often referred to in customs-terms preferential status.

A manifest may be structured as a *pro forma* invoice to further state that the equipment is not intended for commercial purposes, but only for the owner's professional use.

PROFORMA INVOICE					
Date:		Logo (optional)			
Reason for export: Humanitarian Assistance		Terms of Delivery: CIF			
Shipper/Owner: (name of agency)		Consignee: (name and contact details of agency)			
Crate no: (marking)	Gross Weight: (use metric)	Volume: (use metric)	Size: (use metric)		
description	Quantity	Weight	Volume	Value	Serial No
Total:					
NO COMMERCIAL VALUE					
<p>The exporter of the products covered by this document declares that these products will be used, disposed of, or re-exported in due course.</p>			<p>The exporter of the products covered by this document declares that, except where otherwise clearly indicated, these products are of (name of country or region, e.g., EC) preferential origin.</p>		
Dangerous Goods/Hazardous Materials					
<p>Packing, marking and transport of samples, chemicals, and toxic materials may be considered a safety risk during air transport. The International Air Transport Association (IATA) annually issues a manual of "Dangerous Goods Regulations" specifying how such items may be transported by air. It is required by IATA that certification through specific training courses be conducted before the regulations can be applied by transporters and shippers of unaccompanied goods. See also IATA at http://www.iata.org/whatwedo/cargo/dangerous_goods/ or contact a nearby consolidator/shipper for further information.</p>					

(Source: OCHA/UNEP Guidelines for Environmental Emergencies)

X. FACILITATION OF SITUATIONAL AWARENESS AND COMMON OPERATING PICTURE

During a large, complex spill response operation, particularly one in which the affected nation is instituting a comprehensive IOA program, the need for a common operating picture and accurate situational awareness is critical. The local level response managers must ensure that the

Headquarters or Department level agencies and authorities are fully aware of the rapidly unfolding situation, in particular the shifting needs in limited or critical response resources. Additionally, those nations

States should consider, if practical, the establishment of Internet based information portals to facilitate the following:

- a) Provide information to foreign governments, international organizations or others regarding current or projected operational needs that may be met through offers of assistance;
- b) Provide information regarding the level of detail required for offers of assistance (equipment and personnel) to ensure the most meaningful and efficient review and evaluation;
- c) Provide portals for the submission of offers of assistance that simplify the collection of information and streamline communications regarding the receipt and status of offers;
- d) Provide information for the media and general public about the full scope of the response effort and to publicly acknowledge, as appropriate, all who are contributing toward the response;
- e) Provide points of contact for foreign government or international organizations to contact for additional information.

XI. ADVANCED PLANNING FOR IOAs

In order to adequately prepare for and maintain a system capable of managing an International Offers of Assistance program during large, complex spill responses, there is a range of preparatory items each participating nation must accomplish and keep current.

Some of these preparatory elements include the following items described in REMPECs Guidelines:

(Excerpts from REMPEC GUIDELINES FOR CO OPERATION IN COMBATING MARINE OIL POLLUTION IN THE MEDITERRANEAN):

For regional cooperation to work effectively and rapidly in case of emergency, each nation should update annually the information regarding IOA procedures within their National Contingency Plan and any other relevant information including:

- combating marine pollution;
- specific national regulations aimed at preventing accidents likely to cause marine pollution;
- national regulations regarding the use of products and combating techniques;
- bilateral or multilateral agreements on marine pollution signed with other nations or parties;
- research programs, experiments and major exercises on the various aspects of marine pollution response; and
- purchase of major items of equipment.

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**APPENDIX A
EXAMPLE NOTIFICATION AND REQUEST FOR ASSISTANCE REPORT**

URGENT		
ASSISTANCE REQUEST REPORT	- SERIAL NUMBER/INCIDENT NAME AND	LOCATION
Date/Time: _____		
PAGES (INCLUDING COVER PAGE): _____		
(UTC) _____		
From/Country of Emergency: _____	To (Point of Contact): _____	
Name/Position: _____		
Fax/Telephone: _____		
Fax: _____		
Email: _____		
Email: _____		
INCIDENT SPECIFICS		
INCIDENT SPECIFICS:	INFORMATION TO DATE:	CONFIRMED?
TYPE OF INCIDENT (OIL, HNS, ETC):		
ESTIMATED VOLUME SPILLED/SPILLING:		
TYPE OF PRODUCT(S):		
LOCATION OF RELEASE (LAT/LONG):		
IS SOURCE CONTROLLED?		
COMPLICATING FACTORS (FIRE, ETC):		
OTHER:		
ASSISTANCE NEEDED (BE AS DETAILED AS POSSIBLE):		
ASSET TYPE NEEDED:	SPECIFICS OF ASSET NEEDED:	DATE/LOCATION NEEDED:

**APPENDIX B
SAMPLE OFFER COMMUNICATION
(FROM ASSISTING PARTY TO REQUESTING NATION)**

<u>INCIDENT NAME, LOCATION:</u>		<u>DATE:</u>	<u>TIME: (TIME ZONE)</u>
<u>ASSISTING NATION/ORGANIZATION:</u>		<u>POINT OF CONTACT (NAME, CONTACT INFORMATION):</u>	
<u>TYPE OF ASSISTANCE OFFERED (EQUIPMENT, PERSONNEL, TECHNOLOGY, CHEMICAL AGENT, ETC):</u>	<u>CURRENT LOCATION OF RESOURCE:</u>	<u>OWNER/MANAGER OF RESOURCE OFFERED (GOVERNMENT AGENCY, PRIVATE ENTITY, etc):</u>	
<p>1. Does equipment require training personnel to accompany/operate?</p> <p>2. Does release of equipment from current location create compliance problem with minimum standards of equipment for responses?</p> <p>3. How should equipment be transported? Will Assisting Nation provide transport?</p> <p>4. Any specific power supply, pumps, or other technical needs to operate this equipment/asset?</p> <p>5. Other?</p>			

**APPENDIX C
SAMPLE RECEIPT COMMUNICATION
(FROM REQUESTING NATION TO ASSISTING PARTY)**

INCIDENT NAME, LOCATION:	DATE:	TIME: (TIME ZONE)

OFFER RECEIVED BY:	DATE	TIME: (TIME ZONE)

PROPOSED DATE OF ACCEPTANCE NOTIFICATION:	

OTHER:

**APPENDIX D
SAMPLE ACCEPTANCE COMMUNICATION
(FROM REQUESTING NATION TO ASSISTING PARTY)**

INCIDENT NAME	DATE/TIME	OFFER NAME/DESCRIPTOR

OFFER ENTITY (Government/Organization)	OFFER:	ACCEPTED/DECLINED

ACCEPTED OFFERS:

DATE REQUIRED:

LOCATION:

TRANSPORTATION SPECIFICS:

DECLINED OFFERS:

RATIONALE:

APPENDIX E

ADDITIONAL INFORMATION TO CONSIDER INCLUDING IN REQUESTS AND ACCEPTANCE OF REQUEST

TO BE COMPLETED BY THE REQUESTING ENTITY

- Date:
- Contact Person of Personnel/Equipment Source:
- Incident Name Requiring Assistance:
- Time of the Request in Hours:
- Authorized Requesting Representative:
- Host Entity requesting authority and contact details:
- General description of requested assistance:
- Type and number/ amount of requested assistance:
- Technical parameters of the requested assistance, e.g.: voltage, frequency, (pumping) capacity, couplings, plugging, etc.: specify as much as possible – if applicable.
- Other specific requirements, e.g.: labeling, packing, expiry dates, language of manuals, etc.:
- If not donated, what is the estimated duration of the use/ need?
- Name and location of delivery points - if already identified: Land transport: Air transport: Maritime transport
- In-country warehousing provided by the requestor: yes / no
- Distribution provided by the requestor: yes / no
- Consignee contact details:
- The requesting entity will be responsible for all the in-kind assistance/goods from all customs duties, taxes, tariffs, fees, and from all export and import restrictions:
- Reference No.:
- Authorized Official's Name:
- Authorized Official's Signature:
- Title:
- Entity:

TO BE COMPLETED BY THE ASSISTING ENTITY

- Sending Entity offering authority and contact details:
- General description of offered assistance:
- Type and number/ amount of offered assistance:
- Technical parameters of the offered assistance, e.g.: voltage, frequency, (pumping) capacity, couplings, plugging, etc., specify as much as possible:
- Other specific information, e.g.: labeling, packing, expiry dates, language of manuals, etc., specify as much as possible:
- Dimension, weight, volume, etc. of the offered assistance:
- Donation: yes / no
- Means of transport: Land transport: Air transport: Maritime transport
- Name and location of delivery points:
- Further logistic requirements (warehousing, transport, etc.):
- The Assisting Entity offers its assistance free of charge. If no, state in details what cost is to be reimbursed:
- Approx. Total cost of this deployment for which reimbursement will be requested: U.S./EURO/Other \$: Total Costs from Home Base to Staging Area: U.S./EURO/Other \$:
- Additional requirements:
- Authorized Official's Name:
- Title:
- Authorized Official's Signature:
- Entity:
- Dated:
- Time of Requesting Entity's Signature in Hours:

REQUESTING ENTITY'S APPROVAL – ELEMENTS TO INCLUDE IN A FORM

- Authorized Official's Name:
- Title:
- Authorized Official's Signature:
- Entity:
- Dated:
- Time of Approving Official's Signature:
- Hours:
- Additional Information:

**APPENDIX F
REGIONAL COORDINATION CENTERS**

NAME	LOCATION	COUNTRIES SERVED
Emergency Response Coordination Centre (ERCC)/European Maritime Safety Agency (EMSA)	Brussels, Belgium/ Lisbon, Portugal	<ul style="list-style-type: none"> - European Union - Norway - Iceland - Lichtenstein - fYRoM
The Marine Environmental Emergency Preparedness and Response Regional Activity Centre of NOWPAP (NOWPAP MERRAC)	Korea	<ul style="list-style-type: none"> - People's Republic of China - Japan - Republic of Korea - Far Eastern Russia
	NOWPAP: - The Special Monitoring and Coastal Environment Assessment RAC (CEARAC)	
	NOWPAP: - The Data and Information Network RAC (DINRAC)	
	NOWPAP: - The Pollution Monitoring RAC (POMRAC)	
The Regional Marine Pollution Emergency Information and Training Centre for the Wider Caribbean (REMPEITC-Caribe)		Antigua and Barbuda, Bahamas, Barbados, Belize, Colombia, Costa Rica, Cuba, Dominica, Dominican Republic, El Salvador, France, Grenada, Guatemala, Guyana, Haiti, Honduras, Jamaica, Mexico, Kingdom of the Netherlands, Nicaragua, Panama, St. Kitts and Nevis, Saint Lucia, St. Vincent and the Grenadines, Suriname, Trinidad and Tobago, United Kingdom, United States of America and Venezuela.
Marine Emergency Mutual Aid Centre of ROPME (ROPME MEMAC)	Bahrain	K. BAHRAIN I.R. IRAN KUWAIT S. OMAN QATAR K. SAUDI ARABIA U.A.E.
The Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (REMPEC)	Malta	Albania Lebanon Algeria Libya Bosnia Herzegovina Malta Croatia Monaco

		Cyprus Montenegro Egypt Morocco European Union Slovenia France Spain Greece Syria Israel Tunisia Italy Turkey
Partnerships in Environmental Management for the Seas of East Asia (PEMSEA)	Philippines	Cambodia China Indonesia Japan Laos North Korea Philippines South Korea Singapore Thailand Timor-Leste Vietnam
The PERSGA Marine Emergency Mutual Aid Centre (PERSGA / MEMAC) - Red Sea and Gulf of Aden	Saudi Arabia	Djibouti, Egypt, Jordan, Saudi Arabia, Somalia, Sudan, Yemen
Indian Ocean Commission	Seychelles	Union of the Comoros, France/Reunion Island, Madagascar, Mauritius and Seychelles