

# UPPER MISSISSIPPI RIVER POOL 9 INITIAL INCIDENT ACTION PLAN (IAP)



***This Initial Incident Action Plan is developed to aid in initiating a timely and effective response to spills of oil and other hazardous materials in Pool 9 of the Upper Mississippi River. It is intended to be used during Operational Period #1 of response only at the discretion of the Incident Commander. It is not intended to supersede the direction of the Incident Commander or eliminate the need for ongoing communication during a response.***

**IAP Approved by Incident Commander(s):**

| ORG   | NAME  | DATE/TIME   |
|-------|-------|---|
| _____ | _____ | First Local IC (911, Fire Dept., County Emergency Mgr.)         |
| _____ | _____ | First Responding State (IA DNR, MPCA, or WI DNR)                |
| _____ | _____ | FOSC; USCG (Vessel or facility), EPA (facility, train or other) |
| _____ | _____ | USFWS Lead Representative                                       |
| _____ | _____ | IA DNR / MN DNR / WI DNR Lead Representative                    |

## **Upper Mississippi River Refuge, Pool 9 INITIAL INCIDENT ACTION PLAN**

### **EXECUTIVE SUMMARY**

In order to best prepare for oil and hazardous material spills in Pool 9 of the Upper Mississippi River, an interagency team comprised of representatives from the US Environmental Protection Agency (US EPA), US Fish and Wildlife Service (USFWS), US Coast Guard, and other federal, state, local agencies, and private sector, identified the need for a specialized planning document that would: 1) describe the roles that agencies and other entities would likely play in an incident, and 2) give responders a mechanism to help organize both in advance and during a response. This planning tool would also help multiple agencies to coordinate their operations and resources and make effective and efficient use of their personnel, supplies and time.

To help meet these needs, the enclosed Incident Action Plan (IAP) document was created. The plan has been tailored to identify the forms most likely to be used in a Pool 9 response and includes potential objectives for Pool 9 as well as a detailed emergency contact list. The plan provides a concise and coherent means of capturing and communicating the overall incident priorities, objectives and strategies in the context of both operational and support activities.

The IAP was developed to aid the implementation of the Incident Command System (ICS). During an incident, the ICS emphasizes orderly and systematic planning and this document is intended to be the central tool for planning during the Operational Period #1 of response at the discretion of the Incident Commander (IC). The plan is not intended to supersede the direction or authority of the IC, or to preclude communication or flexibility in response. Incidents vary in their kind, complexity, size and requirements for detailed or written plan. The level of detail required in an Incident Action Plan will vary according to the size and complexity of the response. After the operational period #1 of an incident, it is expected that this IAP will be superseded by a response specific IAP as needed.

The IAP was developed to be consistent with, and support, existing plans and procedures including the EPA Region 5 RCP/ACP, the EPA Region 7 ICP, the Upper Mississippi River Spill Response Plan and Resource Manual, the Upper Mississippi River National Wildlife and Fish Refuge Pool 9 Geographic Response Plan, state response plans and local response plans.

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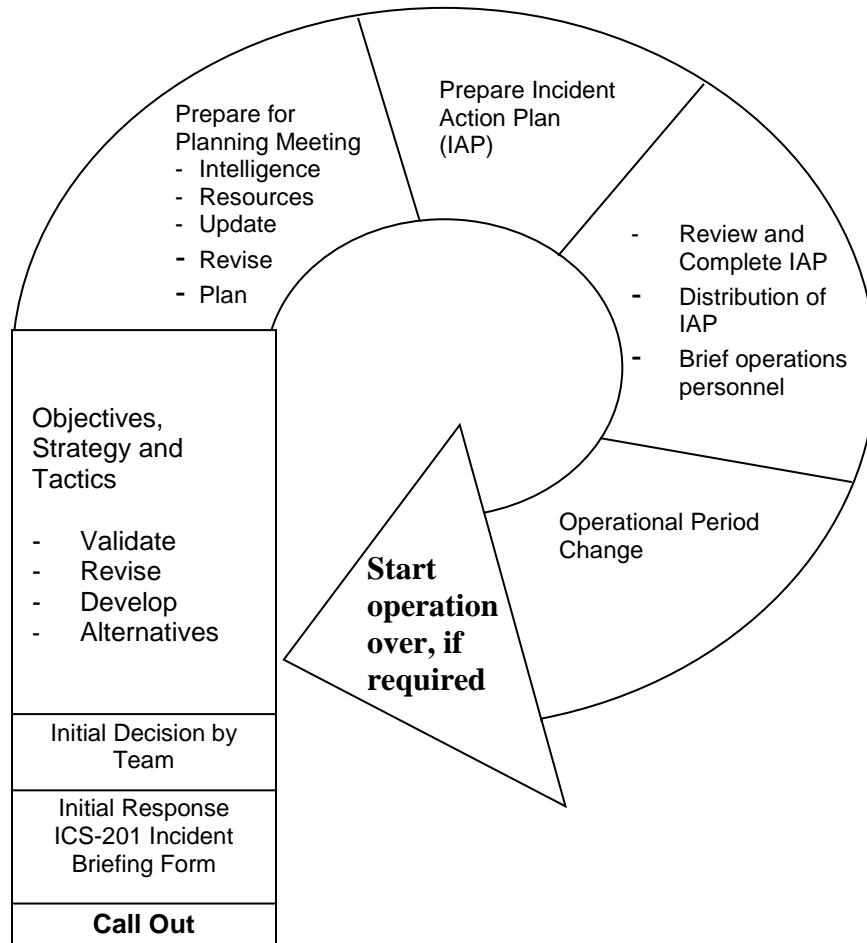
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**Incident Action Planning Process**

In the Incident Command System (ICS), considerable emphasis is placed on developing effective Incident Action Plans (IAP). A planning process has been developed as a part of the ICS to assist planners in the development of a plan in an orderly and systematic manner. Not all incidents require detailed written plans. Recognizing this, the following planning process provides a series of basic planning steps, which are generally appropriate for use in any incident situation. The determination of the need for written IAPs and attachments/forms is based on the requirements of the incident, and the judgment of the Incident Commander. The Planning Section Chief prepares the Incident Action Plan with input from the appropriate sections and units of the Incident Management Team. It should be written at the outset of the response and revised continually throughout the response.

The diagram below shows the process and steps involved to develop an IAP. The IAP included in this document is intended to help guide response through the Operational Period #1 cycle of an incident on Pool 9 of the Upper Mississippi River.

**The Planning Cycle and Daily flow of events:**



NOTE: The cycle above assumes the first operational period. It can be adjusted to operational shifts of any duration.

## Agency General Spill Roles and Responsibilities for UMR Pool 9

| Agencies                                      | General Roles and Responsibilities  |
|---|---|
| Responsible Party/Facility/Industry           | <p>The spiller, or responsible party (RP), has the primary responsibility to conduct spill cleanup, following the procedures listed in the facility response plan. The first response action of the RP is making notification of an incident to appropriate other responders of the incident, according to law and the RP's own response plan. The RP conducts whatever response actions are necessary and for which their personnel are trained and equipped. The RP is required to have authorized and qualified individuals available 24 hours a day to respond to a spill. The RP should also have sufficient funds available to cover the cost of pollution response to the limit of liability for the vessel or facility. As the priorities of an incident evolve, they often include off-site and environmental concerns. The RP has the lead role in responding to these concerns, under the oversight of state or federal agencies. The RP is also liable for restoring or replacing natural resources which may be injured or lost due to the spill, and should coordinate with the natural resource trustees (via the NRDAR Liaison in the IC) as part of the Natural Resource Damage Assessment &amp; Restoration process. The RP will be represented at the command level of the response organization to represent their interests and to help coordinate assets and response actions. The RP should conduct inquiries into the cause of an incident. This is often done with the participation or oversight of state or federal agencies such as the Occupational Safety and Health Administration or Department of Transportation. The RP should conduct a critique of their response to an incident and revise prevention, preparedness, and response measures accordingly. If the responsible party does not respond properly, the On-Scene Coordinator shall take appropriate response actions and should notify the responsible party of the potential liability for federal response costs incurred by the On-Scene Coordinator pursuant to the OPA and CWA.</p> |
| Local Fire, Police, Sheriff & Hazmat Teams    | <p>Local units of government typically have the primary role in protecting the public's safety and property from a spill through police and fire department response. During the initial stages of an incident, when life and safety issues are paramount, local officials (Fire/Police/Sheriff) will be "in charge" of the response to an incident until such time that they decide to enter into a unified command. These teams will not perform cleanup work, but will rather stabilize public safety threats during incidents and turn incidents over to responsible parties or to the state agencies (IA DNR, MPCA, WI DNR) for cleanup.</p>   |
| Counties & Emergency Management               | <p>During the response and recovery stages of an event, the County Emergency Management acts as a liaison between federal, state, and local units of government to promote speedy access to emergency resources and recovery funding.</p> <p>In Iowa, county emergency managers organize under a regional manager within the Iowa County Emergency Management Association.</p> <p>In Minnesota, Homeland Security and Emergency Management (HSEM) helps to coordinate activities before, during, and after emergencies through partnerships with local, state, federal, and private agencies. The Director of HSEM serves as the state Coordinating Officer and the Governor's Authorized Representative for all presidential declared disasters and emergencies. HSEM also organizes long-term disaster recovery efforts, coordinates local government emergency planning, authorizes use of the CAT teams, and reviews emergency operations plans for compliance. County Emergency managers work directly with HSEM and can provide Emergency Operation Centers (EOCs) and other resources.</p> <p>In Wisconsin, county emergency managers organize under a regional manager within the Wisconsin Division of Emergency Management (WEM), which is under the Wisconsin Department of Military Affairs.</p>  |
| Iowa Department of Natural Resources (IA DNR) | <p>The IA DNR Emergency Response and Homeland Security Unit provides technical assistance to local, state, and federal response agencies, regulated industries, and interested public during an incident. The unit coordinates technical assistance and over-site activities at larger incidents with DNR field office staff.</p> <p>As a natural resource trustee, the IA DNR works with USFWS and other co-trustees to assess damages to restore natural resources (as circumstances allow) lost or injured due to spill. Data acquired would be used to determine the extent of damage to natural resources, to develop restoration or replacement strategies, and to develop and submit a claim for damages to the Responsible Party to implement the most appropriate restoration actions.</p>   |

|   |   |
|---|---|
| <p>Wisconsin Department of Natural Resources (WI DNR)</p> | <p>During a spill response, appropriate DNR staff will be contacted (local biologists, technicians, law enforcement officers, Wildlife Health, Regional Spill Coordinators, and Public Affairs) and establish a response protocol delineating specific roles and responsibilities of each program. Determine what level of response, if any, is necessary to protect and respond to potentially threatened or injured fish, wildlife, and sensitive environments. If appropriate, WDNR personnel will contact the On-Scene Coordinator (OSC) to request participation in the spill response. Local WDNR staff, along with USFWS personnel, ensures that resources at risk are clearly identified and communicated to the OSC. Participate in the ICS command structure, as necessary. The USFWS and WDNR have joint responsibilities for overseeing any activity that involves the handling of wildlife and the WDNR's Wildlife Rehabilitation Liaison will coordinate with area wildlife rehabilitators as necessary. The WDNR's Wildlife Veterinarian will provide veterinary support and expertise as necessary.</p> <p>The Department is the lead coordinating agency for Emergency Support Function 10 (Oil and Hazardous Materials) as part of the Wisconsin Response Plan. The primary responsibility of ESF 10 is to ensure that the State has a coordinated response to releases of oil and other hazardous materials that pose a threat to public health and safety and the environment. State Statute 292.11 is the enabling legislation defining the responsibility of the Department when dealing with hazardous substance release (also known as Spills Law). In order to help implement this law, the DNR spills program was established to provide technical assistance and support within the agency and to those outside the agency. Each DNR region has a spill coordinator specifically trained to help responsible parties, response agencies and other DNR staff when a spill occurs.</p> <p>If a responsible party is unable or unwilling to provide adequate response, the DNR has the authority to identify, locate, monitor, contain, remove or dispose of the hazardous substance or take any other emergency action which it deems appropriate under the circumstances. In addition, the department may enter any property, premises or place at any time for the purpose of taking removal or other emergency action if the entry is necessary to prevent increased damage to the air, land or waters of the state. Notice is not required if the delay would result in imminent risk to public health, safety or the environment. The DNR can then seek cost recovery for costs incurred to providing those services.</p> <p>As a natural resource trustee, the WI DNR works with USFWS and other co-trustees to assess damages to restore natural resources (as circumstances allow) lost or injured due to spill. Data acquired would be used to determine the extent of damage to natural resources, to develop restoration or replacement strategies, and to develop and submit a claim for damages to the Responsible Party to implement the most appropriate restoration actions.</p> |
| <p>Minnesota Pollution Control Agency (MPCA)</p>          | <p>The Minnesota Pollution Control Agency (MPCA) is the lead agency for state response to most oil and hazardous substance incidents in Minnesota. For agricultural chemical incidents in the state, the Minnesota Department of Agriculture is the lead agency. The MPCA will be in support of local command unless asked to join unified command. The MPCA will monitor cleanup progress by the RP, and evaluate cleanup results for adequacy of environmental protection. If there is no RP known or available, or if the RP is unable or unwilling to complete the cleanup, then the state may take over cleanup using contractors.</p>   |
| <p>Minnesota Department of Natural Resources (MN DNR)</p> | <p>The Minnesota Department of Natural Resources (MNDNR) is co-trustee with the MPCA for the natural resources of the state of Minnesota, as declared by the Governor, and a co-trustee with the USFWS concerning the management of migratory birds and other resources. The MNDNR is charged with control of all state-owned lands, parks, timber, waters, minerals, and wildlife in Minnesota. This includes the protection, preservation, and propagation of the fish and wildlife of the state. In response to a spill event, MNDNR personnel (conservation officers, biologists, and managers) have some of the following responsibilities:</p> <ul style="list-style-type: none"> <li>- Notify all necessary MNDNR personnel and establish a response protocol describing the role of responders.</li> <li>- Coordinate effort with other responding trustees, such as MPCA and the USFWS.</li> <li>- Provide responders with specific fish and wildlife habitat information at Pool 9. The MNDNR will also consult with the responders as to the best locations for staging and recovery areas as well as access points.</li> <li>- Provide responders with critical habitat information for state-listed threatened and endangered species as well as information on sensitive natural communities and special concern species found in Pool 9.</li> <li>- Provide responders with technical assistance and expertise on potential effects of oil and hazardous substances on fish and wildlife and their habitats.</li> <li>- Coordinate wildlife rescue and rehabilitation efforts with the USFWS.</li> </ul> <p>As a natural resource trustee, the MNDNR works with USFWS and other co-trustees to assess damages to restore natural resources (as circumstances allow) lost or injured due to spill. Data acquired would be used to determine the extent of damage to natural resources, to develop restoration or replacement strategies, and to develop and submit a claim for damages to the Responsible Party to implement the most appropriate restoration actions.</p>  |
| <p>US Fish &amp; Wildlife Service (USFWS)</p>             | <p>The USFWS is responsible for management of 46,440 acres of lands and waters within Pool 9 of the Upper Mississippi River National Wildlife and Fish Refuge, migratory birds, federally-listed threatened and endangered species, inter-jurisdictional fishes, and their habitat. The Refuge District Manager, Assistant District Manager, or Law Enforcement Officer is the initial Refuge point of contact for any spill response in Pool 9. USFWS spill response is guided by national and regional USFWS response plans. USFWS may initiate a Pollution Fund Response Agreement (PFRA) with USCG to provide funding to support the USFWS response during an oil spill in navigable waters.</p> <p>During a response occurring on USFWS lands, USFWS should be involved in the decision-making processes by serving as a Unified Commander. USFWS will also provide responders with: information about wildlife and fishery resources in Pool 9, recommendations for preventing/minimizing spill impacts to Refuge resources, assistance to identify response staging and access areas within the Refuge, and participation in Shoreline Cleanup and Assessment Technique teams (SCAT). USFWS will also fulfill endangered species consultation responsibilities or assist obtaining other required federal wildlife permits, as necessary. USFWS may also assist operations supporting or overseeing reconnaissance, transport, recovery, salvage, deterrent, and rehabilitation of wildlife. USFWS provides this assistance in partnership with the WI DNR, MN DNR, and/or USDA Wildlife Services through the Incident Command System (ICS), as requested by the Incident/Unified Command, within the Wildlife Branch (Operations), Environmental Unit (Planning), and as an Agency Representative (Command). The USFWS will also restore fish and wildlife resources impacted by spills through the Department of the Interior's Natural Resource Damage Assessment (NRDA) trustee authorities. NRDA actions are completed in coordination with, but separately from, response assistance actions.</p>  |

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| <p>US Department of Agriculture, Animal Plant Health Inspection Service, Wildlife Services (USDA WS)</p> | <p>USDA APHIS Wildlife Services has no intrinsic authorities of its own that directly apply to wildlife issues in a chemical or oil spill event. It does however, because of its other wildlife expertise, have extensive operational and technical capabilities to assist with proper humane capture, handling, hazing, transport, and other issues that typically arise in oil spill situations. The Agency implements sound and integrated surveillance, deterrence and capture techniques and transport as part of regular day to day work activities. In addition, USDA WS is an emergency response agency that operates under the National Response Framework (NRF) and participates in emergency response in all regions of the United States working closely with other federal, state, tribal and local governments, along with the private sector to provide assistance and coordination during all-hazards emergencies, including oil spills. The Agency has the capability to respond to an incident under the Surveillance and Emergency Response System (SERS). SERS, an essential component of the USDA Wildlife Services National Wildlife Disease Program, serves as the primary emergency response contact point within APHIS Wildlife Services. Incident Response Teams (IRT) are made up of wildlife biologists and specialists that act as first responders. Team members have current medical clearances for personal protective equipment, HAZWOPER training and other specialized training, extensive Incident Command System training and have been deployed to oil spill and other emergency response incidents.</p>  |
| <p>US Environmental Protection Agency (US EPA) Region 5 and Region 7</p>                                 | <p>US Environmental Protection Agency (EPA) Regions 5 and 7 share jurisdiction in Pool 9. US EPA provides Federal On-Scene Coordinators (FOSC) when an incident is federalized for spills originating from a source other than a vessel or marine transportation facility where:</p> <ul style="list-style-type: none"> <li>• The FOSC is the lead federal official for spill response.</li> <li>• The FOSC is the point of contact for the coordination of federal efforts with those of the local response community. The FOSC will be in support of local command unless asked to assume control.</li> <li>• The FOSC shall, to the extent practicable, collect pertinent facts about the discharge or release, such as its source and cause; the identification of potentially responsible parties; the nature, amount, and location of discharged or released materials; the probable direction and time of travel of discharged or released materials; whether the discharge is a worst case discharge; the pathways to human and environmental exposure; the potential impact on human health, welfare, and safety and the environment; whether the discharge or release poses a substantial threat to the public health or welfare; the potential impact on natural resources and property which may be affected; priorities for protecting human health and welfare and the environment; and appropriate cost documentation.</li> </ul> <p>The FOSC shall ensure that the Natural Resource Trustees are promptly notified of discharges or releases and shall coordinate all response actions with the trustees. The FOSC should ensure that all appropriate public and private interests are kept informed and that their concerns are considered throughout a response, to the extent practicable.</p> |
| <p>US Army Corps of Engineers (US ACE)</p>   | <p>US Army Corps of Engineers (US ACE) staff are not trained or permitted to take part in spill response activity. Locks and dams may be accessed for use by responders, pending Lockmaster approval.</p>   |
| <p>US Coast Guard (USCG)</p>   | <p>The USCG provides Federal On-Scene Coordinators (FOSC) for oil discharges, when an incident is federalized and the source is either a vessel or marine transport related facility where:</p> <ul style="list-style-type: none"> <li>• The FOSC is the lead federal official for spill response.</li> <li>• The FOSC is the point of contact for the coordination of federal efforts with those of the local response community. The FOSC will be in support of local command unless asked to assume control.</li> <li>• The FOSC shall, to the extent practicable, collect pertinent facts about the discharge or release, such as its source and cause; the identification of potentially responsible parties; the nature, amount, and location of discharged or released materials; the probable direction and time of travel of discharged or released materials; whether the discharge is a worst case discharge; the pathways to human and environmental exposure; the potential impact on human health, welfare, and safety and the environment; whether the discharge or release poses a substantial threat to the public health or welfare; the potential impact on natural resources and property which may be affected; priorities for protecting human health and welfare and the environment; and appropriate cost documentation.</li> </ul> <p>The FOSC shall ensure that the Natural Resource Trustees that may be impacted are promptly notified of discharges or releases. The FOSC should ensure that all appropriate public and private interests are kept informed and that their concerns are considered throughout a response, to the extent practicable.</p>   |

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| <b>Incident Name</b><br>_____ | <b>2. Operational Period to be covered by IAP (Date/Time)</b><br>From: <u>DISCOVERY</u> To: <u>OPERATIONAL PERIOD #1</u> | <b>IAP<br/>COVER SHEET<br/>UMR Pool 9</b> |
|-------------------------------|--|---|

## INITIAL INCIDENT ACTION PLAN

The items below are included in this Incident Action Plan

- [ICS 202](#) Response Objectives. (Select from list as appropriate)
- [ICS 234](#) Work Analysis Matrix. (Incident specific objectives from ICS 202, strategies and tactics/tasks)
- [ICS 207](#) Organization Chart.
- [ICS 204](#) Assignment List. (Fill in operations personnel contact name, incident-specific assignments & resource summary)
- [ICS 205](#) Incident Communications Plan. (Phone/Radio Contact list)
- [ICS 206](#) Medical Plan. (Medical aid stations, hospitals and emergency procedures)
- [ICS 223](#) Health and Safety Message. (General Safety Message and Major Hazards/ Risks)
- [ICS 214](#) Unit Activity Log. (Details of unit activity, including team activity or individual activity)

### Other Attachments

The following attachments are not included in the IAP. Please check and include additional forms, as needed.

- [ICS 208 Site Safety and Control Plan\(s\)\\*\\*](#)    \*\*note: unless otherwise specified, every organization shall respond in accordance with the safety policies and procedures of their respective organizations
- [ICS 213 General Message Form](#) (for issuing approved information releases from the IC to the JPIC. (PIO's))
- [ICS 225 Maps / Charts](#) (See [Pool 9 Overview Strategy Map](#) and [USACE Navigational Charts](#). Select and add maps, as necessary)
- [ICS 232 Resources at Risk Summary](#) (Sensitive areas list of priorities. See [Inland Sensitivity Atlas Maps](#) & [Pool 9 Overview Strategy Map](#).  
Add tables or maps, as necessary)
- [Weather Forecasts / River flow – currents – conditions](#)
- \_\_\_\_\_
- \_\_\_\_\_

### General Incident Summary

#### Incident Information and Incident Status

*(Include Incident location, latitude/longitude, estimated quantity spilled, spill rate etc.)*

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| <b>Prepared By:</b><br><b>(Name/Title)</b> _____ | <b>Date/</b><br><b>Time:</b> _____ |
| <b>Approved by:</b><br><b>(Name/Title)</b> _____ | <b>Date/</b><br><b>Time:</b> _____ |



|                                |   |
|--------------------------------|---|
| <b>Incident name:</b><br>_____ | <b>ICS – 202 INCIDENT OBJECTIVES<br/>UMR Pool 9</b> |
|--------------------------------|---|

| <b>Objectives</b>   |
|---|
| 1. Develop a response structure.  |
| 2. Establish Unified Command and establish an Incident Command Post (via County Emergency Management).  |
| 3. Ensure the health and safety of the public and response personnel.   |
| 4. Provide and manage necessary communications.   |
| 5. Identify the Responsible Party and determine ability to respond to the spill.  |
| 6. Conduct all the appropriate notifications (especially the USFWS), including notifications to downstream communities.   |
| 7. Inform and update the community and public.  |
| 8. Secure the incident scene, restrict river traffic as necessary and secure all evidence.  |
| 9. Conduct response operations to control/stop the source of the spill, contain, recover or exclude released material in Pool 9 & downstream and minimize response related environmental impacts. |
| 10. Evaluate resources-at-risk and protect downstream sensitive resources and minimize response-related environmental impacts.  |
| 11. Coordinate wildlife reconnaissance and recovery actions and appropriate rehabilitation procedures with natural resource trustees.   |
| 12. Monitor releases to the environment.  |
| 13. Use monitoring results to inform and support public safety personnel and the residents including commercial and recreational boating and temporarily moored houseboats.                       |
| 14. Coordinate response actions and resource information with natural resource trustees and the Natural Resource Damage Assessment & Restoration (NRDAR) process.                                 |
| 15. Coordinate operations to evaluate impact to Mississippi River Pool 9, and potentially impacted residents, water intakes and resources downstream.   |
| 16.   |

Incident name: \_\_\_\_\_

**ICS – 234 WORK ANALYSIS MATRIX**  
**UMR Pool 9**

| Objectives<br><i>Desired Outcome</i> |                           | Recommended Strategies<br><i>General Plan and Direction</i>  | Recommended Tactics or Tasks<br><i>How, Who, What, Where, When</i>  | Status<br><i>Operational Period # 1</i>  |       |
|--------------------------------------|---------------------------|--|---|--|-------|
| <b>UNIFIED COMMAND</b>               | <b>UNIFIED COMMAND</b>    | <b>Develop a response structure</b>  | <input type="checkbox"/> Finding out viable Responsible Party<br><input type="checkbox"/> Integrate company into the Unified Command (Usually as a Liaison Officer)   | <input type="checkbox"/> Determine Responsible Parties (RP)<br><input type="checkbox"/> Set strategies and tactics with expected time frame with responsible party and their contractor<br><input type="checkbox"/> Hire a response contractor(s) if RP not adequately responding<br><input type="checkbox"/> Open Oil Pollution fund to conduct clean up and oversight of RPs if needed | _____ |
|                                      |                           | <b>Establish Unified Command and establish Incident Command post and/or Emergency Operations Centers</b>             | <input type="checkbox"/> Integrate organizations, including USFWS (land owner), into ICS<br><input type="checkbox"/> Develop the IAP  | <input type="checkbox"/> Develop feasible response alternatives<br><input type="checkbox"/> For technical assistance or funding, request help from Federal agencies- USCG or US EPA<br><input type="checkbox"/> For technical assistance, request help from State agencies- IA DNR, WI DNR and/or MPCA   | _____ |
|                                      | <b>SAFETY</b>             | <b>Ensure protection of health and safety of the public and response personnel</b>                                   | <input type="checkbox"/> Establish road, rail, and airspace controls<br><input type="checkbox"/> Establish shore/land perimeter control areas<br><input type="checkbox"/> Temporarily shut down public boat launches and tour boats if necessary  | <input type="checkbox"/> Review data with health experts   | _____ |
|                                      |                           |  | <input type="checkbox"/> Develop and implement an all-agency staff safety plan<br><input type="checkbox"/> Written HASP (if hazmat or more than one operational period)<br><input type="checkbox"/> Prepare Boat Safety Check List and Float Plan for boat crews  | <input type="checkbox"/> Assign a safety officer (s)   | _____ |
|                                      |                           |  | <input type="checkbox"/> Ensure notifications to principal partners, local, state, federal responders and land owners such as USFWS and any tribes.<br><input type="checkbox"/> Ensure notifications to downstream states, municipalities, drinking water intakes, and economically sensitive businesses  | <input type="checkbox"/> Assign person to track proper notifications<br><input type="checkbox"/> Contact private and public water supply utilities.<br><input type="checkbox"/> Follow Upper Mississippi Response Plan Notification List (UMR Field Guide and IAP phone list)<br><input type="checkbox"/> Establish a Natural Resource Damage Assessment & Restoration Liaison           | _____ |
|                                      | <b>LIAISON</b>            | <b>Provide notification to all impacted communities, states, federal agencies including downstream notifications</b> | <input type="checkbox"/> Issue Federal Notice of Interest to RPs<br><input type="checkbox"/> USFWS and IA DNR or MN DNR or WI DNR identifies the liaison representing the natural resource trustees   | _____  |       |
|                                      |                           |  | <input type="checkbox"/> Local law enforcement, USCG, USFWS law enforcement and state conservation officers and wardens temporarily shut down impacted areas, boat ramps, and other sites used by the public<br><input type="checkbox"/> USCG temporarily shut down river traffic if necessary<br><input type="checkbox"/> County and state emergency managers and local Sheriff provide emergency communications to impacted public<br><input type="checkbox"/> Assign Public Information Officers to specific locations<br><input type="checkbox"/> Submit updates and situation reports at requested times (sitreps)<br><input type="checkbox"/> Provide Governor's briefings<br><input type="checkbox"/> Reactive: respond to media inquiries | _____  |       |
|                                      | <b>PUBLIC INFORMATION</b> | <b>Coordinate and release information to ICS personnel, media, and other appropriate organizations</b>               | <input type="checkbox"/> Establish interagency and JPIC - PIO liaisons.<br><input type="checkbox"/> Develop a multi-agency communications plan<br><input type="checkbox"/> Provide Information resources to all organization needs<br><input type="checkbox"/> Provide information resources to ICPs and EOCs (and JPIC)<br><input type="checkbox"/> Provide timely situation updates to SEOC or local EOCs   | <input type="checkbox"/> _____<br><input type="checkbox"/> _____   | _____ |
|                                      |                           |  | <input type="checkbox"/> _____<br><input type="checkbox"/> _____  | <input type="checkbox"/> _____<br><input type="checkbox"/> _____   | _____ |

| Objectives<br><i>Desired Outcome</i> |  | Recommended Strategies<br><i>General Plan and Direction</i>  | Recommended Tactics or Tasks<br><i>How, Who, What, Where, When</i>  | Status<br><i>Operational Period # 1</i>   |                    |
|--------------------------------------|--|--|---|---|--------------------|
| <b>OPERATIONS SECTION</b>            | <b>LAW ENFORCEMENT</b>                 | <b>Secure the incident scene and secure all evidence</b>   | <input type="checkbox"/> Establish river traffic control, river-traffic evacuation, no-boating area.<br><input type="checkbox"/> Secure scene immediately<br><input type="checkbox"/> Collect evidence<br><input type="checkbox"/> Prevent or minimize movement of evidence<br><input type="checkbox"/> Evacuation / Shelter-in-place and warnings of citizens at risk<br><input type="checkbox"/> Notify and evacuate if necessary house boats and boat house owners and occupants   | <input type="checkbox"/> USCG / Sheriff lead on River Traffic Mgmt.<br><input type="checkbox"/> Police / Sheriff lead on road and rail traffic control<br><input type="checkbox"/> Collect photo evidence and document the scene<br><input type="checkbox"/> Coordinate with USFWS law enforcement and state conservation officers and wardens to ensure collection and storage of evidence to enforce federal and state wildlife laws  | _____              |
|                                      | <b>LAND-SOURCE OR WATER OPERATIONS</b> | <b>Conduct operations to stop the spill, contain, recover or exclude released material in Pool 9 and downstream</b>  | <input type="checkbox"/> Mobilize company responders, local spill COOP, first responders, county emergency government and hazmat teams, state and federal responders and their contractors<br><input type="checkbox"/> Utilize company and locally stored equipment such as oil spill boom, sorbents, tanker trucks, vacuum units, oil collection equipment or pre-staged response equipment<br><input type="checkbox"/> Mobilize local personnel and resources<br><input type="checkbox"/> Activate Spill Response Contractors (if company response too slow or inadequate)<br><input type="checkbox"/> Activate oil boom collection and recovery plan | <input type="checkbox"/> Contain and stabilize oil-sources.<br><input type="checkbox"/> Establish ignition source controls in hot zone<br><input type="checkbox"/> Safely collect materials without creating nuisance conditions<br><input type="checkbox"/> Implement an oil recovery plan<br><input type="checkbox"/> Establish parameter and hot zone<br><input type="checkbox"/> Deflect spilled material into Lock Chamber for collection. Utilize Lock and Dam Master and provide formal request from Federal OSC<br><input type="checkbox"/> Utilize barges to divert or collect spilled material<br><input type="checkbox"/> Evaluate the control of river level to facilitate spilled product collection and control (note: changing levels can cause larger smear zones)  | _____<br><br>_____ |
|                                      | <b>WILDLIFE</b>                        | <b>Reconnaissance for impacted fish and wildlife</b>   | <input type="checkbox"/> Establish Wildlife Branch to respond to threats of oiled wildlife<br><input type="checkbox"/> Prepare to recover and rehabilitate oiled wildlife   | <input type="checkbox"/> USFWS, IA DNR, MN DNR and/or WI DNR will implement the following Plans, as necessary:<br>- "Wildlife Reconnaissance and Recovery Plan" to guide the finding and capture of oiled animals<br>- "Wildlife Stabilization and Transport Plan" to provide initial veterinary care for recovered oiled wildlife and to transport animals to rehabilitation areas<br><input type="checkbox"/> USDA APHIS WS or other resource managers will oversee recovery of oiled wildlife and hazing operations<br><input type="checkbox"/> USFWS, IA DNR, MN DNR and/or WI DNR will oversee wildlife care and rehabilitation of oiled wildlife, as necessary<br><input type="checkbox"/> Wildlife Branch Director will ensure the RP contracts with a licensed wildlife rehabilitation organization to provide rehabilitation and other professional services | _____              |
|                                      | <b>RECONNAISSANCE &amp; MONITORING</b> | <b>Conduct operations to monitor releases to the environment to support public safety personnel and the residents including commercial and recreational boating, and temporarily moored houseboats</b> | <input type="checkbox"/> Reconnaissance by IC organization staff, (reminder: need safety plan)<br><input type="checkbox"/> Reconnaissance by compilation of information by others<br><input type="checkbox"/> Joint reconnaissance with local authorities<br><input type="checkbox"/> Air- flight reconnaissance and reporting<br><br><input type="checkbox"/> Conduct air monitoring and water sampling<br><input type="checkbox"/> Coordinate monitoring with the Environmental Unit, the NRDAR Liaison, and Wildlife Branch.   | <input type="checkbox"/> Establish & deploy Reconnaissance Team(s)<br><input type="checkbox"/> Consider variety of resources for reconnaissance such as local, state, federal or private air recon, UASCE resources for reconnaissance, USACE Hydraulics personnel, NOAA, or private resources to provide spill trajectories<br><input type="checkbox"/> Wildlife Reconnaissance and Recovery Teams provide real time field situational updates on the location of oil and related environmental impacts to the Planning Section Environmental Unit to help direct Shoreline Cleanup Assessment Technique (SCAT)  | _____              |
|                                      |  |  | <input type="checkbox"/> _____<br><input type="checkbox"/> _____  | <input type="checkbox"/> Conduct perimeter air sampling, water sampling at scene and down river<br><input type="checkbox"/> Provide environmental monitoring data and information as part of regular IC briefings, which include the Environmental Unit and the NRDAR Liaison and the Wildlife Branch<br><br><input type="checkbox"/> _____<br><input type="checkbox"/> _____   | _____<br><br>_____ |

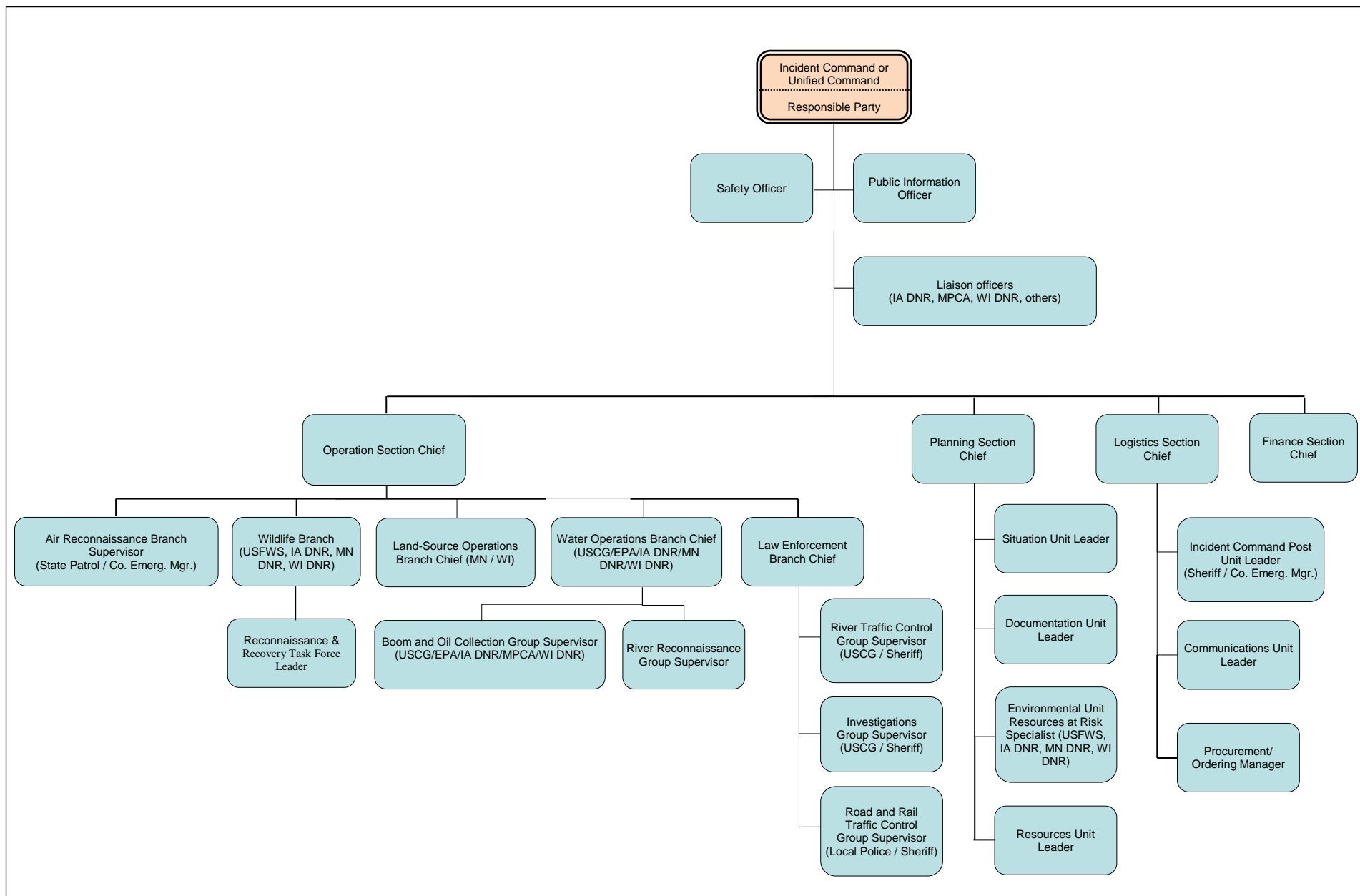
| Objectives<br><i>Desired Outcome</i> |               | Recommended Strategies<br><i>General Plan and Direction</i>                         | Recommended Tactics or Tasks<br><i>How, Who, What, Where, When</i>   | Status<br><i>Operational Period # 1</i>   |       |
|--------------------------------------|---------------|---|--|---|-------|
| PLANNING SECTION                     | ENVIRONMENTAL | Evaluate resources at risk and protect sensitive resources in Pool 9 and downstream | <input type="checkbox"/> Establish an Environmental Unit to identify and evaluate sensitive resources  | <input type="checkbox"/> Request assistance from the USFWS, IA DNR, MN DNR, WI DNR, or MPCA.<br><input type="checkbox"/> Open up the Oil Spill Liability Trust Fund (OSLTF) for Pollution Removal Fund Authorization (PRFA).<br><input type="checkbox"/> Initiate Endangered Species Act Section 7 emergency consultation.<br><input type="checkbox"/> Establish linkage between Planning Section Environmental Unit and the Operations Sections for technical assistance on methods to avoid and minimize response related injury to natural resources.  | _____ |
|                                      |               |   | <input type="checkbox"/> Conduct spill modeling and spill trajectories<br><input type="checkbox"/> Develop a monitoring plan for water quality | <input type="checkbox"/> Provide assessment information to unified command<br><input type="checkbox"/> Contact air & water experts on agency call back lists (examples include hydraulic personnel, state water division contacts, biologists)<br><input type="checkbox"/> Conduct spill trajectory and time of travel to predict downstream impacts  | _____ |
|                                      |               |   | <input type="checkbox"/> Coordinate with Wildlife Branch to identify and evaluate sensitive resources  | <input type="checkbox"/> USFWS, IA DNR, MN DNR and/or WI DNR will identify and evaluate sensitive natural resources, including seasonal and site-specific conditions (see <a href="#">Pool 9 Site-Specific Response Strategies</a> (Overview Map) and <a href="#">ISA Maps</a> ).<br><input type="checkbox"/> USFWS, IA DNR, MN DNR and/or WI DNR will make a preliminary determination of the extent to which planned response actions may affect natural resources and suggest measures to avoid and minimize impacts.<br><input type="checkbox"/> USFWS, IA DNR, MN DNR and/or WI DNR will recommend and advise implementation of Response Strategies developed for Pool 9<br><input type="checkbox"/> Coordinate with Wildlife Branch to assist with development of plans to recon, haze, recover, and rehabilitate oiled wildlife<br><input type="checkbox"/> USFWS, USDA WS, and state resource managers will develop: Wildlife Recon & Recovery Plan; Wildlife Hazing Plan; Wildlife Stabilization and Transport Plan; Wildlife Rehabilitation Plan. | _____ |
|                                      |               |   |  | <input type="checkbox"/> Request the NRDAR Liaison to coordinate the natural resource trustees to make a preliminary determination of the need for emergency restoration<br><input type="checkbox"/> Coordinate collection, analysis, and results (including photo documentation) of environmental media (soils, sediments, water, etc.) and dead or dying fish and wildlife with natural resource trustee law enforcement via the NRDAR Liaison. Trustees may collect ephemeral data.  | _____ |
|                                      | DOCUMENTATION | Ensure proper Documentation of the incident   | <input type="checkbox"/> Establish a documentation unit to properly document response (at command post)  | <input type="checkbox"/> Coordinate collection and documentation of evidence with USFWS, MPCA, IA DNR, MN DNR, and WI DNR (as applicable) for respective fish and wildlife enforcement actions and potential NRDAR actions<br><input type="checkbox"/> Collect agency evidence for identified enforcement issues<br><input type="checkbox"/> Track expenses for cost recovery   | _____ |
|                                      |               |   | <input type="checkbox"/> Data management for ICS   | <input type="checkbox"/> Assign staff to create maps, track personnel, catalog resources, etc.  | _____ |
|                                      | RESOURCES     | Acquisition and delivery of resources such as equipment, materials etc.             | <input type="checkbox"/> Develop a river traffic management plan   | <input type="checkbox"/> Provide personnel with adequate safety equipment and initial and daily briefings<br><input type="checkbox"/> Provide clear guidance that each organization is responsible for safety protocol in first operational period  | _____ |
|                                      |               |   | <input type="checkbox"/> _____<br><input type="checkbox"/> _____   | <input type="checkbox"/> _____<br><input type="checkbox"/> _____  | _____ |

| Objectives<br><i>Desired Outcome</i> |                       | Recommended Strategies<br><i>General Plan and Direction</i>  | Recommended Tactics or Tasks<br><i>How, Who, What, Where, When</i>   | Status<br><i>Operational Period # 1</i> |
|--------------------------------------|-----------------------|--|--|---|
| LOGISTICS SECTION                    | INCIDENT COMMAND POST | <p><b>Establish incident facilities including the command post, staging areas &amp; other facilities as incident develops</b></p> <p><input type="checkbox"/> If HUMAN INJURY occurs- Immediately establish a Medical/EMS section in ICS</p>                   | <p><input type="checkbox"/> Consider establishing medical/EMS if persons threatened with exposure</p>  | _____                                   |
|                                      | COMMUNICATION         | <p><b>Provide and manage communications</b></p> <p><input type="checkbox"/> Implement and maintain communications with all incident command posts, emergency operations centers and responders</p>   | <p><input type="checkbox"/> Assign a communications coordinator (unit leader), make a phone list, etc.<br/><input type="checkbox"/> Request additional communication resources if needed</p>   | _____                                   |
|                                      | PROCUREMENT           | <p><b>Ensure procurement of materials and supplies &amp; administer accounts receivable and payable to contract and non-contract vendors</b></p> <p><input type="checkbox"/> Establish a Procurement unit and Ensure procurement of materials and supplies</p> | <p><input type="checkbox"/> Ensure separate accounting of all contracts specifically related to the emergency incident and of all purchases within the enactment of the emergency incident management plan.<br/><input type="checkbox"/> Obtain authorization to initiate and finalize purchases<br/><input type="checkbox"/> Interpret and initiate contracts/agreements to minimize costs<br/><input type="checkbox"/> Maintain log of all purchases related to the incident and initiate the Procurement Summary Report</p> | _____                                   |
|                                      |                       | <p><input type="checkbox"/> _____<br/><input type="checkbox"/> _____</p>   | <p><input type="checkbox"/> _____<br/><input type="checkbox"/> _____</p>   | _____                                   |

Incident name: \_\_\_\_\_

## ICS – 207 INCIDENT ORGANIZATION CHART UMR Pool 9

Initial Command Structure for the first operational period of an oil spill. [Click here to have a workable and printable version of the Organization Chart](#)



|                                |                           |                 |   |
|--------------------------------|---------------------------|-----------------|---|
| 1. Incident name:<br><br>_____ | 2. Operational Period # 1 |                 | <b>ICS – 204 ASSIGNMENT<br/>LIST<br/>UMR Pool 9</b> |
|                                | 3. Section                | Operations      |   |
|                                | 4. Division/Group         | Law Enforcement |   |

**5. Agencies Involved in Law Enforcement Group**

Agencies that might play a role in Law Enforcement Group:

- Counties & Emergency Management
- Local Fire, Police, Sheriff & Hazmat Teams
- US Fish and Wildlife Service (USFWS)
- Iowa Dept. of Natural Resources (IA DNR)
- Wisconsin Dept. of Natural Resources (WI DNR)
- Minnesota Dept. of Natural Resources (MN DNR)
- US Coast Guard (USCG)

**Agency General Roles and Responsibilities:** Refer to the [Roles and Responsibilities](#) Table provided in this Incident Action Plan

**6. Recommended Strategies and Tactics**

- Establish river traffic control, river-traffic evacuation, no-boating area. USCG / Sheriff lead on River Traffic Mgmt.
- Secure scene immediately- Police / Sheriff lead on road and rail traffic control
- Collect photo evidence and document the scene
- Coordinate with USFWS law enforcement and state conservation officers and wardens to ensure collection and storage of evidence to enforce federal and state wildlife laws

**7. Incident-Specific Assignments**

**8. Special Instructions for Division/Group**

**9. Operations Personnel**

| Title | Name  | Affiliation | Emergency Contact # | Contact # (s) |
|-------|-------|-------------|---------------------|---------------|
| _____ | _____ | _____       | _____               | _____         |
| _____ | _____ | _____       | _____               | _____         |
| _____ | _____ | _____       | _____               | _____         |
| _____ | _____ | _____       | _____               | _____         |
| _____ | _____ | _____       | _____               | _____         |

Communications: Refer to the [Pool 9 Emergency Contact List](#) provided in this Incident Action Plan

**10. Resource Summary (see [UMR Spill Response Plan and Resource Manual](#) for information on Spill Response and Cleanup Resources)**

| ID    | Resource Type | Description/ Location | Quantity | Size  | Status | Notes/ Comments |
|-------|---------------|-----------------------|----------|-------|--------|-----------------|
| _____ | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____ | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____ | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____ | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____ | _____         | _____                 | _____    | _____ | _____  | _____           |

**11. Additional Information**

|                                    |                  |
|------------------------------------|------------------|
| Prepared By:<br>(Name/Title) _____ | Date/Time: _____ |
| Approved by:<br>(Name/Title) _____ | Date/Time: _____ |



|                                |                           |            |   |
|--------------------------------|---------------------------|------------|---|
| 1. Incident name:<br><br>_____ | 2. Operational Period # 1 |            | <b>ICS – 204 ASSIGNMENT<br/>LIST<br/>UMR Pool 9</b> |
|                                | 3. Section                | Operations |   |
| 4. Division/Group              | Containment               |            |   |

**5. Agencies Involved in Contain Release Group**

Agencies that might play a role in Containment Group:

- Responsible Party/Facility/Industry/Contractors
- Counties & Emergency Management
- Local Fire, Police, Sheriff & Hazmat Teams
- Iowa Department of Natural Resources (IA DNR)
- Minnesota Pollution Control Agency (MPCA)
- Wisconsin Department of Natural Resources (WI DNR)
- US Fish and Wildlife Service (USFWS)
- US Environmental Protection Agency (US EPA) Region 5
- US Coast Guard (USCG)

**Agency General Roles and Responsibilities:** Refer to the [Roles and Responsibilities](#) Table provided in this Incident Action Plan

**6. Recommended Strategies and Tactics**

- Mobilize company responders, local spill COOP, first responders, county emergency government and hazmat teams, state and federal responders and their contractors.
- Utilize company and locally stored equipment such as oil spill boom, sorbents, tanker trucks, vacuum units, oil collection equipment or pre-staged response equipment.
- Mobilize local personnel and resources.
- Activate Spill Response Contractors (if company response too slow or inadequate).
- Activate and implement oil boom collection and recovery plan.
- Contain and stabilize oil-sources.
- Establish ignition source controls in hot zone.
- Safely collect materials without creating nuisance conditions.
- Deflect spilled material into Lock Chamber for collection. Utilize Lock and Dam Master and provide formal request from Federal OSC.
- Utilize barges to divert or collect spilled material.
- Evaluate the control of river level to facilitate spilled product collection and control (note: changing levels can cause larger smear zones).

**7. Incident-Specific Assignments**

**8. Special Instructions for Division/Group**

| 9. Operations Personnel |       |             |                     |               |
|-------------------------|-------|-------------|---------------------|---------------|
| Title                   | Name  | Affiliation | Emergency Contact # | Contact # (s) |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |

Communications: Refer to the [Pool 9 Emergency Contact List](#) provided in this Incident Action Plan

| 10. Resource Summary (see <a href="#">UMR Spill Response Plan and Resource Manual</a> for information on Spill Response and Cleanup Resources) |               |                       |          |       |        |                 |
|--|---------------|-----------------------|----------|-------|--------|-----------------|
| ID   | Resource Type | Description/ Location | Quantity | Size  | Status | Notes/ Comments |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |

| 11. Additional Information |  |
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|                                    |                  |
|------------------------------------|------------------|
| Prepared By:<br>(Name/Title) _____ | Date/Time: _____ |
| Approved by:<br>(Name/Title) _____ | Date/Time: _____ |

|                                |                           |            |   |
|--------------------------------|---------------------------|------------|---|
| 1. Incident name:<br><br>_____ | 2. Operational Period # 1 |            | <b>ICS – 204 ASSIGNMENT<br/>LIST<br/>UMR Pool 9</b> |
|                                | 3. Section                | Operations |   |
| 4. Division/Group              | Wildlife Branch           |            |   |

**5. Agencies Involved in Wildlife Recovery & Rehabilitation Group**

Agencies that might play a role in the Wildlife Branch:

- Responsible Party/Facility/Industry/Contractors
- Iowa Dept. of Natural Resources (IA DNR)
- Minnesota Dept. of Natural Resources (MN DNR)
- Wisconsin Dept. of Natural Resources (WI DNR)
- USDA APHIS Wildlife Services (USDA WS)
- US Fish and Wildlife Service (USFWS)

**Agency General Roles and Responsibilities:** Refer to the [Roles and Responsibilities](#) Table provided in this Incident Action Plan

**6. Recommended Strategies and Tactics**

- Establish a Wildlife Branch to respond to threats and reports of oiled wildlife
  - Request assistance from USFWS, WI DNR, MN DNR and/or USDA-WS
  - Conduct wildlife reconnaissance
- Prepare to deter wildlife away from the incident
- Prepare to recover and rehabilitate oiled wildlife
  - Determine the potential need for professional and volunteer rehabilitation
- USFWS, USDA WS, and/or state resource managers will implement the following Plans, as necessary:
- “Wildlife Reconnaissance and Recovery Plan” to guide the finding and capture of oiled animals
- “Wildlife Stabilization and Transport Plan” to provide initial veterinary care for recovered oiled wildlife and to transport animals to rehabilitation areas
- “Wildlife Hazing Plan” if wildlife is attracted to oiled habitats

**7. Incident-Specific Assignments**

**8. Special Instructions for Division/Group**

| 9. Operations Personnel |       |             |                     |               |
|-------------------------|-------|-------------|---------------------|---------------|
| Title                   | Name  | Affiliation | Emergency Contact # | Contact # (s) |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |

Communications: Refer to the [Pool 9 Emergency Contact List](#) provided in this Incident Action Plan

| 10. Resource Summary (see <a href="#">UMR Spill Response Plan and Resource Manual</a> for information on Spill Response and Cleanup Resources) |               |                       |          |       |        |                 |
|--|---------------|-----------------------|----------|-------|--------|-----------------|
| ID   | Resource Type | Description/ Location | Quantity | Size  | Status | Notes/ Comments |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |

| 11. Additional Information |  |
|----------------------------|--|
|                            |  |

|                                    |                  |
|------------------------------------|------------------|
| Prepared By:<br>(Name/Title) _____ | Date/Time: _____ |
| Approved by:<br>(Name/Title) _____ | Date/Time: _____ |

|                                |                             |            |   |
|--------------------------------|-----------------------------|------------|---|
| 1. Incident name:<br><br>_____ | 2. Operational Period # 1   |            | <b>ICS – 204 ASSIGNMENT<br/>LIST<br/>UMR Pool 9</b> |
|                                | 3. Section                  | Operations |   |
| 4. Division/Group              | Reconnaissance & Monitoring |            |   |

**5. Agencies Involved in Reconnaissance and Monitoring Group**

Agencies that might play a role in Reconnaissance and Monitoring Group:

- Responsible Party/Facility/Industry/Contractors
- Iowa Dept. of Natural Resources (IA DNR)
- Minnesota Dept. of Natural Resources (MN DNR)
- Wisconsin Dept. of Natural Resources (WI DNR)
- US Fish and Wildlife Service (USFWS)
- US Environmental Protection Agency (US EPA) Region 5
- US Coast Guard (USCG)

**Agency General Roles and Responsibilities:** Refer to the [Roles and Responsibilities](#) Table provided in this Incident Action Plan

**6. Recommended Strategies and Tactics**

- Establish & deploy Reconnaissance Team(s)
- Reconnaissance by IC organization staff, (reminder need safety plan)
- Reconnaissance by compilation of information by others
- Joint reconnaissance with local authorities
- Air-flight reconnaissance and reporting
- Consider variety of resources for reconnaissance such as local, state, federal or private air recon, UASCE resources for reconnaissance, USACE Hydraulics personnel, NOAA, or private resources to provide spill trajectory's
- Conduct air monitoring and water sampling. Conduct perimeter air sampling, water sampling at scene and down river
- Conduct monitoring with the Planning Section's Environmental Unit and the NRDAR Liaison.
- Provide environmental monitoring data and information as part of regular IC briefings, which include the Environmental Unit and the NRDAR Liaison

**7. Incident-Specific Assignments**

**8. Special Instructions for Division/Group**

| 9. Operations Personnel |       |             |                     |               |
|-------------------------|-------|-------------|---------------------|---------------|
| Title                   | Name  | Affiliation | Emergency Contact # | Contact # (s) |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |

Communications: Refer to the [Pool 9 Emergency Contact List](#) provided in this Incident Action Plan

| 10. Resource Summary (see <a href="#">UMR Spill Response Plan and Resource Manual</a> for information on Spill Response and Cleanup Resources) |               |                       |          |       |        |                 |
|--|---------------|-----------------------|----------|-------|--------|-----------------|
| ID   | Resource Type | Description/ Location | Quantity | Size  | Status | Notes/ Comments |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |

| 11. Additional Information |  |
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|                            |  |

|                                    |                  |
|------------------------------------|------------------|
| Prepared By:<br>(Name/Title) _____ | Date/Time: _____ |
| Approved by:<br>(Name/Title) _____ | Date/Time: _____ |

|                                |                           |          |   |
|--------------------------------|---------------------------|----------|---|
| 1. Incident name:<br><br>_____ | 2. Operational Period # 1 |          | <b>ICS – 204 ASSIGNMENT<br/>LIST<br/>UMR Pool 9</b> |
|                                | 3. Section                | Planning |   |
| 4. Division/Group              | Environmental Unit        |          |   |

**5. Agencies Involved in Reconnaissance and Monitoring Group**

Agencies that might play a role in Planning Section Environmental Unit:

- U.S. Fish and Wildlife Service (USFWS)
- Iowa Dept. of Natural Resources (IA DNR)
- Minnesota Dept. of Natural Resources (MN DNR)
- Wisconsin Dept. of Natural Resources (WI DNR)
- National Oceanic and Atmospheric Administration (NOAA)
- Minnesota Pollution Control Agency (MPCA)
- Responsible Party/Facility/Industry/Contractors

**Agency General Roles and Responsibilities:** Refer to the [Roles and Responsibilities](#) Table provided in this Incident Action Plan

**6. Recommended Strategies and Tactics**

- Establish an Environmental Unit to evaluate resources at risk and protect sensitive resources in Pool 9 and downstream
  - Request assistance from USFWS, IA DNR, MN DNR, WI DNR, and/or MPCA
  - Identify and evaluate sensitive natural resources, including seasonal and site-specific conditions (see Pool 9 Site-Specific Response Strategies)
  - Make a preliminary determination of the extent to which planned response actions may affect natural resources and suggest measures to avoid/minimize impacts
  - Make recommendations on implementation of response strategies, and coordinate closely with the Operations Section to avoid and minimize response related injury to natural resources
  - Initiate Endangered Species Act Section 7 emergency consultation
  - Coordinate with the Wildlife Branch to provide information to assist in the development of the follow plans: Wildlife Reconnaissance, Wildlife Hazing, Wildlife Recovery, Wildlife Transportation, and Wildlife Rehabilitation; and obtaining any necessary wildlife-related permits
- Conduct spill modelling and spill trajectories
  - Provide information to Unified Command
- Develop a monitoring plan for water quality
  - Contact air and water experts on agency call back lists (examples include hydraulic personnel, state water division contacts, biologists)
- Coordinate natural resource information with NRDAR liaison

**7. Incident-Specific Assignments**

**8. Special Instructions for Division/Group**

| 9. Operations Personnel |       |             |                     |               |
|-------------------------|-------|-------------|---------------------|---------------|
| Title                   | Name  | Affiliation | Emergency Contact # | Contact # (s) |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |
| _____                   | _____ | _____       | _____               | _____         |

Communications: Refer to the [Pool 9 Emergency Contact List](#) provided in this Incident Action Plan

| 10. Resource Summary (see <a href="#">UMR Spill Response Plan and Resource Manual</a> for information on Spill Response and Cleanup Resources) |               |                       |          |       |        |                 |
|--|---------------|-----------------------|----------|-------|--------|-----------------|
| ID   | Resource Type | Description/ Location | Quantity | Size  | Status | Notes/ Comments |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |
| _____  | _____         | _____                 | _____    | _____ | _____  | _____           |

| 11. Additional Information |  |
|----------------------------|--|
|                            |  |

|                                    |                  |
|------------------------------------|------------------|
| Prepared By:<br>(Name/Title) _____ | Date/Time: _____ |
| Approved by:<br>(Name/Title) _____ | Date/Time: _____ |



|                |                       |  |    |   |
|----------------|-----------------------|--|----|---|
| Incident name: | Operational Period# 1 |  |    | <b>ICS – 205 INCIDENT COMMUNICATION PLAN<br/>UMR Pool 9</b> |
|                | From                  |  | To |   |

| Position                              | Name  | Phone | e-mail     | Current Location |
|---------------------------------------|-------|-------|------------|------------------|
| <b>Incident Commander and Staff</b>   |       |       |            |                  |
| Incident Commander(s)                 |       |       |            |                  |
| Safety Officer                        |       |       |            |                  |
| Information Officer                   |       |       |            |                  |
| Liaison Officer                       |       |       |            |                  |
|                                       |       |       |            |                  |
| <b>Water Operations Section Chief</b> |       |       |            |                  |
|                                       |       |       |            |                  |
|                                       |       |       |            |                  |
| <b>Land-Source Section Chief</b>      |       |       |            |                  |
|                                       |       |       |            |                  |
|                                       |       |       |            |                  |
| <b>Wildlife Branch Section Chief</b>  |       |       |            |                  |
|                                       |       |       |            |                  |
|                                       |       |       |            |                  |
| <b>Logistics Section Chief</b>        |       |       |            |                  |
|                                       |       |       |            |                  |
|                                       |       |       |            |                  |
| <b>Planning Section Chief</b>         |       |       |            |                  |
|                                       |       |       |            |                  |
|                                       |       |       |            |                  |
| <b>Law Enforcement Section Chief</b>  |       |       |            |                  |
|                                       |       |       |            |                  |
|                                       |       |       |            |                  |
| Prepared By:<br>(Name/Title)          | _____ |       | Date/Time: | _____            |
| Approved By:<br>(Name/Title)          | _____ |       | Date/Time: | _____            |

## UMR POOL 9 EMERGENCY CONTACT LIST

| NAME                              | ORGANIZATION                           | Emergency #      | Office Phone             | E-Mail   | Other (Radio)                 |
|-----------------------------------|--|------------------|--------------------------|--|-------------------------------|
| <b>Local</b>                      |  |                  |                          |  |                               |
| <b>911</b>                        |  |                  |                          |  |                               |
| Olivia Niday                      | Houston County EM                      | 911              | 507-725-5834             | <a href="mailto:olivia.niday@co.houston.mn.us">olivia.niday@co.houston.mn.us</a>         |                               |
| Jim Hackett                       | Crawford County EM                     | 911              | 608-326-0266             | <a href="mailto:jhackett@crawfordcountywi.org">jhackett@crawfordcountywi.org</a>         |                               |
| Brandon Larson                    | Vernon County EM                       | 911              | 608-637-5266             | <a href="mailto:brandon.larson@vernoncounty.org">brandon.larson@vernoncounty.org</a>     |                               |
| Corey Snitker                     | Allamakee County EM                    | 911/563-568-1911 | 563-568-4233             | <a href="mailto:csnitker@co.allamakee.ia.us">csnitker@co.allamakee.ia.us</a>             |                               |
| <b>Private</b>                    |  |                  |                          |  |                               |
| Nic Winslow                       | BNSF Railroad                          |                  | 406-202-8051             | <a href="mailto:dominic.winslow@bnsf.com">dominic.winslow@bnsf.com</a>                   |                               |
| Chad Livingston                   | CP Rail                                |                  | 563-441-5921             | <a href="mailto:chad_livingston@cpr.ca">chad_livingston@cpr.ca</a>                       |                               |
| Plant Operator                    | Dairyland Power                        |                  | 608-689-2335             |  |                               |
| Control Room                      | Lansing Gen. Station                   | 563-538-3151     | 563-538-3151             |  |                               |
| <b>State</b>                      |  |                  |                          |  |                               |
| <b>Iowa Duty Officer</b>          | IA D.O.                                | 515-725-8694     | 515-725-8694             |  |                               |
| <b>Minnesota Duty Officer</b>     | MN D.O.                                | 651-649-5451     | 800-422-0798             | <a href="mailto:Duty.officers@state.mn.us">Duty.officers@state.mn.us</a>                 |                               |
| <b>Wisconsin Spill Hotline</b>    | WI D.O.                                | 800-943-0003     | 608-242-3232             |  |                               |
| Michael Peterson                  | MN HSEM                                |                  | 612-505-1819             | <a href="mailto:michael.r.peterson@state.mn.us">michael.r.peterson@state.mn.us</a>       |                               |
| Mike Rose                         | MPCA                                   |                  | 507-206-2609             | <a href="mailto:mike.rose@state.mn.us">mike.rose@state.mn.us</a>                         |                               |
| Lisa Olson-McDonald               | WI Emergency Mgmt.                     | 608-220-6087     | 715-839-3825             | <a href="mailto:lisa.olsonmcdonald@wisconsin.gov">lisa.olsonmcdonald@wisconsin.gov</a>   |                               |
| Brenda Kelly                      | WI DNR Fisheries                       | 608-792-4769     | 608-785-9994             | <a href="mailto:Brenda.kelly@wisconsin.gov">Brenda.kelly@wisconsin.gov</a>               |                               |
| Pat Collins                       | WI DNR West Central Spills Coordinator | 715-410-8841     | 715-684-2914 x117        | <a href="mailto:patrick.collins@wisconsin.gov">patrick.collins@wisconsin.gov</a>         |                               |
| Joe Sanfilippo                    | IA DNR Region 1                        |                  | 563-927-2640             | <a href="mailto:Joe.sanfilippo@dnr.iowa.gov">Joe.sanfilippo@dnr.iowa.gov</a>             |                               |
| Ron Wieland                       | MN DNR                                 |                  | 651-259-5157             | <a href="mailto:Ronald.wieland@state.mn.us">Ronald.wieland@state.mn.us</a>               |                               |
| Cody Adams, Cons. Warden          | WI DNR                                 |                  | 608-485-0108             | <a href="mailto:Cody.adams@wisconsin.gov">Cody.adams@wisconsin.gov</a>                   |                               |
| <b>Federal</b>                    |  |                  |                          |  |                               |
| <b>National Response Center</b>   | NRC                                    | 800-424-8802     | 800-424-8802             |  |                               |
| US Department of the Interior     | DOI                                    | 215-266-5155     | 215-266-5155             |  |                               |
| US EPA Region 5                   | EPA                                    | 312-353-2318     | 312-353-2318             |  |                               |
| US EPA Region 7                   | EPA                                    | 913-281-0991     | 913-281-0991             |  |                               |
| Lock Master LD8                   | USACE                                  | 608-689-2625     | 651-290-5035             |  | Channel 14                    |
| Lock Master LD9                   | USACE                                  | 608-874-4311     | 651-290-5045             |  | Channel 14                    |
| Lock Master LD10                  | USACE                                  | 563-252-1261     | 651-290-5053             |  | Channel 14                    |
| Sector Upper Mississippi River    | USCG                                   | 866-360-3386     | 314-269-2591             |  |                               |
| MSD St. Paul                      | USCG                                   | 866-360-3386     | 952-806-0021             |  |                               |
| Ann Whelan                        | EPA Region 5                           | 202-578-0048     | 312-886-7258             | <a href="mailto:Whelan.Ann@epa.gov">Whelan.Ann@epa.gov</a>                               |                               |
| Steve Faryan                      | EPA Region 5                           | 312-802-0507     | 312-353-9351             | <a href="mailto:faryan.steven@epa.gov">faryan.steven@epa.gov</a>                         |                               |
| Joe Davis                         | EPA Region 7                           |                  | 913-551-7909             | <a href="mailto:Davis.joe@epa.gov">Davis.joe@epa.gov</a>                                 |                               |
| Randy Urich                       | USACE                                  | 651-261-4042     | 507-895-6341             | <a href="mailto:randall.r.urich@usace.army.mil">randall.r.urich@usace.army.mil</a>       |                               |
| <b>Brandon Jones, Refuge Mgr.</b> | <b>USFWS McGregor Dist.</b>            |                  | <b>608-326-0515 x112</b> | <b><a href="mailto:brandon_jones@fws.gov">brandon_jones@fws.gov</a></b>                  | <b>Primary Refuge contact</b> |
| John Below, LE Officer            | USFWS McGregor Dist.                   |                  | 608-306-0476             | <a href="mailto:john_below@fws.gov">john_below@fws.gov</a>                               |                               |
| Wendy Woyczik, Assistant Mgr.     | USFWS McGregor Dist.                   |                  | 608-326-0515 x101        | <a href="mailto:wendy_woyczik@fws.gov">wendy_woyczik@fws.gov</a>                         |                               |
| Sarah Warner                      | USFWS Madison                          | 608-301-6475     | 608-238-9333 x130        | <a href="mailto:Sarah_Warner@fws.gov">Sarah_Warner@fws.gov</a>                           |                               |
| Annette Trowbridge                | USFWS                                  | 612-702-9581     | 612-713-5104             | <a href="mailto:Annette_Trowbridge@fws.gov">Annette_Trowbridge@fws.gov</a>               |                               |
| Dave Warburton                    | USFWS, Twin Cities                     | 612-600-6772     | 952-252-0092 x203        | <a href="mailto:Dave_Warburton@fws.gov">Dave_Warburton@fws.gov</a>                       |                               |
| Daniel Hirschert                  | USDA APHIS WS(WI)                      | 866-487-3297     | 608-837-2727             | <a href="mailto:Daniel.I.hirschert@aphis.usda.gov">Daniel.I.hirschert@aphis.usda.gov</a> |                               |
| Parker Hall                       | USDA APHIS WS (IA)                     | 866-487-3297     | 573-449-3033 x15         | <a href="mailto:Parker.t.hall@aphis.usda.gov">Parker.t.hall@aphis.usda.gov</a>           |                               |
| Gary Nohrenberg                   | USDA APHIS WS (MN)                     | 866-487-3297     | 651-224-6027             | <a href="mailto:Gary.nohrenberg@aphis.usda.gov">Gary.nohrenberg@aphis.usda.gov</a>       |                               |

|                   |                          |  |    |  |  |
|-------------------|--------------------------|--|----|--|--|
| 1. Incident name: | 2. Operational Period# 1 |  |    | <b>ICS – 206 MEDICAL PLAN<br/>UMR Pool 9</b> |  |
|                   | From                     |  | To |  |  |

**3. First Aid Stations**

| Name | Location | EMT (On-Site)            |                          | Phone | Radio |
|------|----------|--------------------------|--------------------------|-------|-------|
|      |          | Yes                      | No                       |       |       |
|      |          | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
|      |          | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
|      |          | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
|      |          | <input type="checkbox"/> | <input type="checkbox"/> |       |       |

**4. Transportation (Ground and/or Ambulance Services)**

| Name | Location | EMT (On-Site)            |                          | Phone | Radio |
|------|----------|--------------------------|--------------------------|-------|-------|
|      |          | Yes                      | No                       |       |       |
|      |          | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
|      |          | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
|      |          | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
|      |          | <input type="checkbox"/> | <input type="checkbox"/> |       |       |

**5. Hospitals**

| Name                     | Location                 | Helipad                  |                          | Burn Center              |                          | Phone | Radio |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------|-------|
|                          |                          | Yes                      | No                       | Yes                      | No                       |       |       |
|                          |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |       |       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |       |       |

**6. Special Medical Emergency Procedures**

|                                    |                  |
|------------------------------------|------------------|
| Prepared By:<br>(Name/Title) _____ | Date/Time: _____ |
| Approved by:<br>(Name/Title) _____ | Date/Time: _____ |

|                            |                          |       |    |   |
|----------------------------|--------------------------|-------|----|---|
| 1. Incident name:<br>_____ | 2. Operational Period# 1 |       |    | <b>ICS – 223 HEALTH AND SAFETY MESSAGE</b><br><b>UMR Pool 9</b> |
|                            | From                     | _____ | To |   |

**3. Potential Hazards**

**4. General Safety Concerns**

**5. Additional Information**

|                                    |                  |
|------------------------------------|------------------|
| Prepared By:<br>(Name/Title) _____ | Date/Time: _____ |
| Approved by:<br>(Name/Title) _____ | Date/Time: _____ |

|                   |                          |  |    |   |
|-------------------|--------------------------|--|----|---|
| 1. Incident name: | 2. Operational Period# 1 |  |    | <b>ICS – 214 UNIT ACTIVITY LOG<br/>UMR Pool 9</b> |
|                   | From                     |  | To |   |
| 3. Unit name:     | 4. Unit Leader:          |  |    |   |
|                   |                          |  |    |   |

**5. Instructions for completing the form**

| Field # | Field Title        | Instructions  |
|---------|--------------------|---|
| 1.      | Unit Name          | <b>For individuals:</b> Enter tactical call (e.g. Checkpoint #, County EOC, etc.) or position name<br><b>For teams:</b> Enter the name of the organization unit or tactical call sign or resource designator  |
| 2.      | Unit Leader        | <b>For individuals:</b> Enter your name and call sign<br><b>For teams:</b> Enter the name, call sign and ICS position of the individual in charge of the unit   |
| 3.      | Personnel Assigned | <b>For individuals:</b> Leave blank<br><b>For teams:</b> List the name, ICS position and home base/city of each member assigned to the unit during the operation period                                       |
| 4.      | Activity Log       | <b>Time:</b> Enter the local time 24-hour format<br><b>Activity:</b> Briefly describe each significant activity or event (e.g. task assignments, task completions, injuries, difficulties encountered, etc.). |

**6. Personnel Assigned**

| NAME | ICS POSITION | HOME BASE/ CITY |
|------|--------------|-----------------|
|      |              |                 |
|      |              |                 |
|      |              |                 |
|      |              |                 |
|      |              |                 |
|      |              |                 |
|      |              |                 |
|      |              |                 |
|      |              |                 |
|      |              |                 |

**7. Activity Log**

| TIME | MAJOR EVENTS |
|------|--------------|
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |

|                                    |                  |
|------------------------------------|------------------|
| Prepared By:<br>(Name/Title) _____ | Date/Time: _____ |
| Approved by:<br>(Name/Title) _____ | Date/Time: _____ |