

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS
SECTION 5: ACTION SHEETS
OBSERVER OF THE INCIDENT

TEIGNMOUTH HARBOUR

OIL POLLUTION CONTINGENCY PLAN

1999 Issue

Copy No: 1

PREFACE

1999 Issue

Amended:

© 1999 Euan Crawford, Specialist in Oil Spill Response

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

- This Plan has been prepared jointly for Teignmouth Harbour Commission and the Teignmouth Quay Company Limited in order that they may meet their responsibilities under the Merchant Shipping (Oil Pollution Preparedness, Response and Cooperation Convention) Regulations 1998
- The aim of this Plan is to provide the basis of an efficient and environmentally sensitive response to an oil spill occurring in or affecting Teignmouth Harbour
- Teignbridge District Council's Coastal Oil Pollution Plan deals with spills, particularly major spills, affecting the entire Teignbridge coast. Where a major spill occurs at sea threatening the coast and Teignmouth Harbour, a Shoreline Response Centre will be established and the District Council's Coastal Oil Pollution Plan will be implemented together with this Plan and the oil pollution plans of a number of other organisations in a multi-agency response operation
- This Plan is compatible with the Teignbridge District Council Coastal Oil Pollution Plan. That plan is compatible with the Devon County Council Oil Pollution Plan
- This Plan has been prepared in consultation with the following organisations (see Annex B):
 - English Nature
 - MAFF Sea Fisheries Inspectorate
 - Environment Agency
 - Teignbridge District Council
 - Devon Sea Fisheries
 - Teignmouth Fishermen & Watermens' Association

© Euan Crawford 1999

All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or any means, electronic, mechanical, photocopying, recoding or otherwise, without the prior express permission of:

Euan Crawford,
Specialist in Oil Spill Response,
42 Irsha Street,
Appledore EX39 1RZ

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS SECTION 5: ACTION SHEETS *OBSERVER OF THE INCIDENT*

CONTENTS

<u>Para</u>	<u>Title</u>	<u>Page</u>
INTRODUCTION		
-	Frontispiece	-
-	Approval of the Plan	1
-	Preface	2
-	Contents	3
-	Distribution	6
-	References	7
-	Abbreviations	8
-	Revision Record	9
PART 1 - STRATEGY		
SECTION 1: INTRODUCTION & POLICY		
1.1	Purpose of the Plan	10
1.2	Use of the Plan	10
1.3	Area of Operation	10
1.4	Lead Authorities	11
1.5	Scope of the Plan	11
1.6	Risk Assessment	11
1.7	Environmental Sensitivities & Priorities for Protection	13
1.8	Categories of Incident	13
1.9	Disposal	14
1.10	Plan Revision	14
SECTION 2: TRAINING & EXERCISE POLICY		
2.1	Training Policy	15
2.2	Exercise Programme	15
SECTION 3: INCIDENT RESPONSE ORGANISATION		
3.1	Introduction	16
3.2	Responsibilities & Incident Control Arrangements	16
3.3	Approval to Use Dispersants	16
3.4	Interface with Other Oil Pollution Plans	16
3.5	Internal Alerting & Call Out Procedures	16
3.6	Liaison Procedures with Other Agencies	17
SECTION 4: RESPONSE STRATEGIES		
4.1	Health & Safety	18
	(1) Introduction	
	(2) Policy	
4.2	Oil Spills	18
4.3	Disposal Plan	18

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS SECTION 5: ACTION SHEETS *OBSERVER OF THE INCIDENT*

CONTENTS (cont)

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

5.1	Observer of Incident	19
	Harbour Master – Decision Flow Diagram	20
5.2	Harbour Master Action Check Lists - General	21
	- Tier 1 Spill	23
	- Tier 2 Spill	24
	- After Tier 1 or 2 Incident	26
	- Tier 3 Spill	27

SECTION 6: COMMUNICATIONS MATRIX

6.1	Reporting Matrix	28
6.2	Communications Plan	29
6.3	Information for Tier 2 Response Contractor	30

SECTION 7: SITE SPECIFIC RESPONSE INFORMATION

7.1	Teign Estuary – Ecological Description	31
7.2	Amenity Beaches	31
7.3	Conservation Status	31
7.4	Ecological Value	31
7.5	Oil Spill Clean-up Policy	31

SECTION 8: REPORT FORMS & CHECK LISTS

8.1	Standard Pollution Report (CG77 or POLREP)	32
8.2	Report on Dispersant Use	34

SECTION 9: PRESS & PUBLIC INFORMATION

9.1	Proforma Press Statement	35
-----	--------------------------	----

SECTION 10: CONTACT DIRECTORY

(deleted) see contact list

SECTION 11: RESOURCES DIRECTORY

11.1	Resources	42
11.2	Tier 1 Resources	42
11.3	Tier 2 & Tier 3 Resources	43
11.4	Resources held by Other Organisations	46

SECTION 12: PRODUCT INFORMATION SHEETS

12.1	Standing Approval for Use of Dispersants	47
12.2	Use of Dispersants	47

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS
SECTION 5: ACTION SHEETS
OBSERVER OF THE INCIDENT

CONTENTS (cont)

ANNEXES (at back of Plan)

ANNEX A:	Incident Log Sheet (Yellow)	A.1
ANNEX B:	Consultation	B.1
ANNEX C:	MCA STOp Note 1/98 (Health, Safety & Welfare during Shoreline Clean-up)	C.1
ANNEX D:	MCA STOp Note 2/98 (Collection & Handling of Oil Samples)	D.1
ANNEX E:	Port Waste Management Plan – Extracts	E.1
ANNEX F:	Devon Estuaries Clean-up Options Matrix (English Nature)	F.1

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS SECTION 5: ACTION SHEETS *OBSERVER OF THE INCIDENT*

DISTRIBUTION

TEIGNMOUTH HARBOUR COMMISSION	Copy No.
Teignmouth Harbour Master	1
Clerk to Teignmouth Harbour Commission	2
Euan Crawford, Oil Pollution Consultant	3
TEIGNMOUTH QUAY COMPANY LTD	
Port Manager	4
Operations Manager	5
EXTERNAL	
MCA (3)	6 – 8
<input type="checkbox"/> MRSC Brixham	
<input type="checkbox"/> MCA HQ	
<input type="checkbox"/> PCPSO (South of England)	
English Nature	9
Environment Agency	10
MAFF	11
Teignbridge District Council	12
OSRL	13
Spare Copies (3)	14 - 16

Addresses for External Distribution

Copy No	Address
6	Brixham Maritime Rescue Sub-Centre, MCA Coastguard, Kings Quay, Brixham TQ5 9TW
7	Maritime & Coastguard Agency, Bay 1/11, Spring Place, 105 Commercial Road, Southampton SO15 1EG
8	Andrew Healy, Principal Counter Pollution & Salvage Officer, South of England Region, Dover Maritime Rescue Coordination Centre, MCA Coastguard, Langdon Battery, Swingate, Dover CT15 5NA
9	Neil Hailey, Marine Pollution Officer, English Nature, Northminster House, Peterborough PE1 1UA
10	David Peers, Team Leader Environment Protection, Environment Agency, Exminster House, Miller Way, Exminster, Exeter EX6 8AS
11	Malcolm Peddar, Marine Policy Branch, Rural & Marine Environment Division,

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

- Room 149, Nobel House, 17 Smith Square, London SW1P 3JR
- 12 Phil Perkins, Engineering Services, Teignbridge District Council,
Forde House, Brunel Road, Newton Abbot TQ12 4XX
- 13 **Oil Spill Response Ltd, Lower William Street, Southampton SO14 5QE**

REFERENCES

1. The Merchant Shipping (Oil Pollution Preparedness, Response and Cooperation Convention) Regulations 1998
2. Oil Spill Contingency Plan Guidelines for Ports, Harbours & Oil Handling Facilities (MCA – 1998)
3. “Oil Spill Clean-up of the Coastline - A Technical Manual” (MCA – 1994)
4. National Contingency Plan for Marine Pollution (NCP) (MCA – 2000)
5. Port Waste Management Plan (Teignmouth Quay Co)
6. Teignbridge District Council Coastal Oil Pollution Plan (1999 Issue)

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

ABBREVIATIONS

DCC	Devon County Council
DWT	Devon Wildlife Trust
EA	Environment Agency
EN	English Nature
CG	The Coastguard of the Maritime & Coastguard Agency
H&S	Health & Safety
HSE	Health & Safety Executive
MAFF	Ministry of Agriculture, Fisheries & Food
MCA	The Maritime & Coastguard Agency
MRC	Marine Response Centre
MRSC	Maritime Rescue Sub Centre
PCPSO	Principal Counter Pollution & Salvage Officer
SCU	Salvage Control Unit
SOSREP	Secretary of State's Representative
SRC	Shoreline Response Centre
THC	Teignmouth Harbour Commission
TQC	Teignmouth Quay Company Ltd

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

responding to it. The plan has been prepared in order that the Harbour Commission and the Teignmouth Quay Company Ltd may meet their responsibilities under The Merchant Shipping (Oil Pollution Preparedness, Response & Cooperation Convention) Regulations 1998.

The plan has been prepared in accordance with the "Oil Spill Contingency Plan Guidelines for Ports, Harbours & Oil Handling Facilities" issued by the MCA (May 1998) and the Revised MCA Guidelines (Draft 1) (2000)

The plan has been prepared following consultation with the following organisations:

- Devon Sea Fisheries
- English Nature
- Environment Agency
- MAFF (District Inspector of Fisheries)
- Teignbridge District Council
- Teignmouth Fishermen & Watermens Association

The consultation process was carried out in two stages:

- Consensus meeting held locally
- Copy of draft plan sent to organisations listed above

- 1.2 Use of the Plan** This Plan is designed to initiate a suitable response to a spill in the harbour. It explains the strategy of tiered response required by UK legislation and includes tables of actions and reporting for those responsible for implementing the Plan in the event of a spill.

Implementation of the Plan will be the responsibility of the Harbour Authority and the Quay Company jointly or separately by agreed coordination arrangements involving the Teignmouth Harbour Master and/or the Port Manager, Teignmouth Quay Company.

- 1.3 Area of Operation** The delineated area of the harbour is shown on the map accompanying this Plan and available in the Harbour Master's Office and at the offices of the Teignmouth Quay Company.

Any spill outside the area of the harbour or oil which has extended from the harbour to an area outside the harbour limits should be reported to the MCA. The MCA will alert/inform the appropriate organisations for response or monitoring

- 1.4 Identification of Lead Authorities & Other Authorities Represented in an Area Plan**

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

- The lead authorities in dealing with a spill in the harbour is Teignmouth Harbour Commission, the Harbour Authority, through the Harbour Master, and the Teignmouth Quay Company through the Port Manager
- Other organisations that may be involved in harbour spill:
 - Environment Agency (Water quality, protection of shoreline & beaches, provision of scientific information, waste regulation)
 - English Nature
 - Teignbridge District Council (shoreline clean-up operations)
 - MAFF Sea Fisheries Inspectorate (advice on impact on fisheries from the spill and the response)
- In a major spill affecting the area inside and outside harbour limits, a multi-agency response will be initiated with Teignbridge District Council as one of the lead authorities managing the shoreline clean-up operation. Other lead organisations in a major spill would include:
 - County Council Strategic management of the clean-up at SRC
 - District Council Local management of the shoreline clean-up operation
 - MCA Specialist & technical advice inside harbour limits and Coordination of the response outside
 - Environment Agency Water quality, protection (see above) (booming)
 - English Nature Advice regarding effect of oil on wildlife; provision of coastal sensitivity information
 - MAFF Approving any use of dispersants and advice on fisheries

1.5 Scope of the Plan This plan covers the response to a spill in or threatening the designated area of Teignmouth Harbour (see map). The response to a spill and the resources available are commensurate with the threat as detailed in the risk assessment process outlined in para 1.6

The plan describes the actions of the Harbour Authority, the Harbour Master, the Teignmouth Quay Company and the Port Manager. The plan only deals with oil spills within the limits of the harbour.

The plan has addressed the "Essential Elements" detailed in the MCA Oil Spill Contingency Plan Guidelines for Ports, Harbours & Oil Handling Facilities

1.6 Risk Assessment During this planning process, a risk assessment was carried out by a group including the Clerk to the Harbour Commission, the Harbour Master, the Port Manager, Teignmouth Quay Company Ltd and Euan Crawford, Specialist in Oil Spill Response.

All commercial ships except home based trawlers are required to take on a pilot on entering or leaving the Harbour. No tankers enter the harbour. Teignmouth Harbour is a controlled, low risk harbour.

The types of oil carried by ships and boats using the Harbour area were examined. It was confirmed that only light fuel oil (diesel) was carried.

1.6 (cont)

(1) Results of the Assessment - Tier 1

1999 Issue

Amended:

© 1999 Euan Crawford, Specialist in Oil Spill Response

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

- The largest possible *small spill* would be likely to be caused during a fuelling operation. The maximum amount would be approximately 200 litres of diesel
- (2) Results of the Assessment - Tier 2
- The largest possible *medium sized spill* would be likely to be caused by a grounding or a collision in the Harbour
 - The largest fishing boats using the Harbour carry a maximum of 5 tonnes of diesel
 - The ships on passage to and from the Quay Company berths carry fuel in more than one tank. These tanks hold a maximum of 20 tonnes. Realistically, damage caused to these ships leading to an oil spill would be the rupture of one tank
 - The risk assessment group concluded that only an unusual and unlikely combination of wind and tide would cause a medium sized spill from seaward to enter the Harbour. If this did occur, it would be more likely to be weathered heavy fuel oil in relatively small quantities
- (3) Results of the Assessment - Tier 3
- A Tier 3 spill would not occur as a result of an accident in the Harbour
 - A Tier 3 spill would be a major oil spill at sea possibly affecting the South Devon coastline and the Harbour
 - The resources of the Harbour Commission and of the Quay Company would be available to combat the effects of a Tier 3 spill in the Harbour if required
- (4) Results of the Assessment - Health & Safety
- The result of diesel polluting accesses such as steps and slipways in the Harbour would be potentially dangerous to the public. They would be hosed down by pressure washer as necessary
 - Signs warning the public of such a risk would be posted as necessary

1.7 Environmental Sensitivities & Priorities for Protection There is no designation for the Teign Estuary (such as SSSI). There are amenity beaches in the harbour area: Teignmouth Beach, Back Beach & Shaldon Beach.

The Teign Estuary is locally important for over-wintering of waders and wildfowl (main season : October – March). Species present include oystercatcher, redshank, dunlin, merganser, cormorant, shag and gulls. The main feeding grounds include the Salty (in the harbour area) and Hackney Marshes.

There is an important bass nursery area in the Estuary. There is commercial

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

licensed fishing for salmon and sea trout. There is farming of cultivated oysters in the Estuary and of some mussels and areas of crab tiles along the north and south banks.

A Devon CC/Environment Agency Booming Plan exists to boom the Teign Estuary in Two locations in the event of a major spill. During the risk assessment process and at the consensus meeting, booming the Estuary in the event of a Tier 1 or Tier 2 diesel spill was considered impractical on logistics grounds. The use of absorbent booms and materials was considered more suitable where oil might be contained in smaller areas of the harbour

- 1.8 Categories of Incident** This plan addresses the response to spills in the following internationally recognised classification:

Tier 1	
Tier 2	
Tier 3	

- 1.9 Disposal** A Port Waste Management Plan exists for the Teignmouth Quay Company operations. *It has been agreed by the parties to this plan that waste from a spill in the harbour may be disposed of in accordance with the Port Waste Management Plan.*

Licensed contractors who deal with Annex 1 (oily) waste used are:

- Environmental Sealand Services Ltd
Tamar View Industrial Estate, Saltash, Cornwall PL12 6LD
Contact: General Engineer
Tel: 01752 847737 Fax: 01752 843080
24 hour No: 01752 893364
- Associated Fuels Ltd
T/A Evergreen Environmental Services, Burgage Lodge, 184 Franche Road,
Kidderminster, Worcs DY11 5AD
Contact: Nikki Dagleish or Paul Bennett
Tel: 01562 747700 Fax: 01562 864202
- Cleanaway Ltd

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

Rear of Valances, 5 Roundhead Road, Heathfield,
Newton Abbot, Devon TQ12 6SQ
Contact: Roger Grant
Tel: 01626 832132 Fax: 01626 835296
24 hour No: 0585 950453 (mobile)

- Haul Waste Ltd
Bishops Court Quarry, Sidmouth Road, Exeter, Devon EX2 7JH
Contact: John Bingham
Tel: 01392 272333 Fax: 01392 435139
24 hour: Answerphone

Details of the relevant entries from the Port Waste Management Plan are at Annex E

English Nature should be consulted over proposals to dispose of, or store, oily waste material to ensure that sensitive nature conservation areas are not affected.

- 1.10 Plan Revision** The plan will be examined formally on an annual basis. In addition, amendments will be made as required. All to be recorded in the Revision Record. The document is controlled by the distribution of numbered copies only.

- 2.1 Training Policy** Teignmouth Harbour Commission, as the Harbour Authority, is committed to providing oil pollution training for its staff in order to ensure that staff are familiar with this plan and to meet MCA guidelines. On completion of the planning process, an analysis of training required will be carried out. The training provider will be OSRL (Nautical Institute accredited)

The following will be trained as a matter of routine:

- Harbour Master to minimum of 4p level
- Deputy Harbour Master to minimum of 4p level
- Operations Manager, Teignmouth Quay Company Ltd to 4p level

Crew of Harbour Commission's "Teign C" and other boats to 1p level

NOTE: The THC Tier 2 Response Contract with OSRL includes one day of training per annum

- 2.2 Exercise Programme** The plan will be validated through exercises. Exercises of routine procedures and table-top exercises will be included in the exercise programme. Exercises will take place as follows:

Annually Internal Alerting Exercise (following plan approval)

Annually Deployment of Tier 1 Resources (in addition to training above)

This exercise will involve use of communications (telephone & radio) and the Harbour Master's Office will be manned as the

1999 Issue

Amended:

© 1999 Euan Crawford, Specialist in Oil Spill Response

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

- response centre
- Annually Exercise of Tier 2 response. This will necessitate the involvement of the Tier 2 contractor. *This exercise can be held at a mutually agreed location jointly with other ports using the same contractor - see Note 1*
- Biannually Table Top Exercise
(with other organisations and agencies as available)
Every 5 years Revalidate plan; followed by revision and update

Note 1

There is likely to be a regional Tier 2 training and exercise day. The parties to this Plan have agreed to participate.

- 3.1 Introduction** This Section explains responsibilities in responding to a spill in the harbour, the interface with other oil pollution plans and the internal alerting and call out procedures.
- 3.2 Responsibilities & Incident Control Arrangements** The responsibility for implementing this plan rests primarily with the Harbour Master, supported by the Port Manager, Teignmouth Quay Company. In the absence of the Harbour Master, the responsibility will pass to the Deputy Harbour Master, supported by the Port Manager and/or the Operations Manager, Teignmouth Quay Company.
- The Harbour Master will be responsible for overall control of the incident response and for the deployment and use of resources at the scene of the incident. In his absence, the Deputy Harbour Master will be responsible, supported as necessary by the Port Manager and/or the Operations Manager, Teignmouth Quay Company*
- 3.3 Approval to Use Dispersants** There is no standing approval to use dispersants. The use of dispersants is unlikely given that the most likely spill will be of light fuel oil such as diesel, and that MAFF approval will be required before any use of dispersants can take place on other fuels. Any use of dispersants must be approved by MAFF District Inspector of Fisheries (could be another MAFF official out of hours) MAFF does not readily give approval for dispersant spraying of oil types such as diesel which normally disperse readily by evaporation.

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

- 3.4 Interface with Other Oil Pollution Plans** In the event of a spill that occurs in the harbour and is contained or remains within the limits of the harbour, only this plan will be implemented. Where oil from a spill in the harbour moves beyond the limits of the harbour, the Teignbridge District Council Coastal Oil Pollution Plan and possibly the plans of other organisations (such as the Environment Agency) may be implemented.

It has been agreed locally that, before Teignbridge District Council took any action to clean-up the Teign Estuary shoreline, consultation would take place between the Council, English Nature and the Environment Agency.

Where the incident is recognised to be a major spill, the National Contingency Plan (NCP) (MCA) and the plans of a variety of organisations would be implemented and a Shoreline Response Centre established at County Hall, Exeter.

- 3.5 Internal Alerting & Call Out Procedures** When a spill occurs, the following offices have alerting instructions:

- Harbourmaster's Office
- Teignmouth Harbour Commission Clerk's Offices, Teignmouth
- Port Manager's Office, Teignmouth Quay Company
- Operations Manager, Teignmouth Quay Company

A spill should be reported in the first instance to the Harbour Master's Office. When a spill is reported to the Harbour Master's Office or any of the above, the Call Out Procedures are to be initiated as follows (to be followed in sequence) (SEE OVER):

3.5 Internal Alerting & Call Out Procedures A spill report will come one of the following sources:

- MCA on Standard Pollution Report (CG77, POLREP) (see Part 2, Section 8, 8.1) or by telephone in the first instance
- EA
- Police
- Member of the Public (Observer of Incident to provide details for proforma in Part 2, Section 5, 5.2)

The information must be passed immediately to the Harbour Master. The Harbour Master will check details of the report and decide the appropriate level of response. The Harbour Master will use the Action Sheets in Part 2, Section 5, as his guide in mounting a response to the spill. He will complete the tiered response action sheets and retain them as the record of his actions. This will enable him to call out local assistance or, in the event of a more serious spill, oil spill response contractors. In addition, he will log all other actions and decisions relating to the spill and the response (Incident Log Sheet at Annex A). He will use the Communications Matrix at Part 2, Section 6, to contact and inform the appropriate agencies.

The Harbour Master's Office will be the Control Centre during the response to a spill

- 3.6 Liaison Procedures with Other Agencies** Liaison is part of the response planning process. In the event of a *harbour spill*, the Harbour Master will establish appropriate liaison to include the following:

MCA

- Environment Agency

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

- Harbour Users
- Resource Contractors
- English Nature (where the spill is likely to threaten local environmental sensitivities) see also Annex F – Devon Estuaries Clean Options Matrix
- MAFF
- Licensed Contractors re Port Waste Management Plan

When a *major spill* occurs, liaison will be established more widely, and, in addition to the above, will include (most via SRC):

- MCA
- Teignbridge District Council
- Devon County Council
- EA
- English Nature
- National Trust
- Heritage Coast Officer

4.1 **Health & Safety**

(1) **Introduction** It is essential to maintain an effective health and safety policy in regard to the response to harbour spills. This will be the responsibility of both Teignmouth Harbour Commission and Teignmouth Quay Company through

4.2

the Harbour Master and the Port Manager respectively.

For major spills threatening the harbour and the Teignbridge coastline, a health and safety strategy would be put in place with a Safety Adviser operating from the SRC, an Incident Safety Officer from the District Coordination Centre and Beach Managers ensuring that health and safety practices are implemented on the shoreline. For shoreline clean-up, the Teignbridge District Council Coastal Oil Pollution Plan details the arrangements and recommendations for the health and safety policy to be implemented in a major spill.

A good working knowledge of health and safety legislation and of the MCA STOp Note 1/98 (Health, Safety & Welfare during Shoreline Clean-up) is Essential and is included at Annex C

(2) **Policy** The Harbour Master and/or the Port Manager, Teignmouth Quay Company, will be responsible for ensuring that established health and safety practices in the event of a harbour spill are implemented. In mounting a response to an incident, an established safe system of working will be followed, they will log all accidents and incidents and ensure that Teignmouth Harbour Commission and the Quay Company are informed. Guidance on the use of equipment and materials must be strictly followed.

The Harbour Master would be responsible for warning boat owners and harbour users of the presence of oil and the hazard posed by it and the responsibility for positioning any necessary signs would rest with the Harbour

- Master and the Port Manager

4.3 **Oil Spills** It has been explained previously in this plan that the response to a major spill from seaward would be managed by a SRC at County Hall, Exeter, and a variety of organisations would respond and advise. Teignbridge District Council would manage the shoreline clean-up operation locally and this plan would also be implemented if necessary

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

OBSERVER OF THE INCIDENT

The basis of response to a spill of particular oils would be as follows:

- **Heavy Fuel Oil** Containment, manual and mechanical clearance
- **Crude Oil** A spill of crude oil would not occur in a harbour spill. In the event of a major spill threatening the harbour, the policy would be containment and manual and mechanical clearance
- **Diesel Oil** Unlikely to be contained. Physical disturbance by boats' propellers and washing down of harbour walls (Quay Company) and steps (Teignbridge District Council). The Harbour Master has a pressure washing facility and could ensure that this operation is carried out on behalf of the Quay Company and the District Council

Disposal Plan The existing Port Waste Management Plan would be used implemented for the disposal of oil and oily waste. Under that Plan, licensed contractors are used. Refer to Part 1, Section 1. See also Annex E

- 5.1 Observer of Incident** The observer of an oil pollution incident in the harbour should call the Harbour Master's Office and report what he/she has seen. The following details of the observer of the incident should be recorded:

NAME:	
ADDRESS:	
DESCRIPTION OF INCIDENT (incl Date & Time):	
NAME OF POLLUTING VESSEL:	
ACTION TAKEN BY OBSERVER:	
REPORTED TO (incl Date & Time):	
▪ HARBOUR MASTER (or Deputy Harbour Master)	
▪ PORT MANAGER, Teignmouth Quay Company (or Operations Manager)	
SIGNED:	DATE:

NB

On notification of an incident, the Harbour Master (or his Deputy) will use action sheet at para 5.2. He will follow the procedures in the order provided

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS
SECTION 5: ACTION SHEETS
OBSERVER OF THE INCIDENT

19

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS SECTION 5: ACTION SHEETS ***OBSERVER OF THE INCIDENT***

- 5.1 Observer of Incident** The observer of an oil pollution incident in the harbour should call the Harbour Master's Office and report what he/she has seen. The following details of the observer of the incident should be recorded:

NAME:	TEL No:
ADDRESS:	
DESCRIPTION OF INCIDENT (incl Date & Time):	
NAME OF POLLUTING VESSEL:	
ACTION TAKEN BY OBSERVER:	
REPORTED TO (incl Date & Time): <ul style="list-style-type: none">▪ HARBOUR MASTER (or Deputy Harbour Master)▪ PORT MANAGER, Teignmouth Quay Company (or Operations Manager)	
SIGNED:	DATE:

NB

On notification of an incident, the Harbour Master (or his Deputy) will use action sheet at para 5.2. He will follow the procedures in the order provided

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS
SECTION 5: ACTION SHEETS
OBSERVER OF THE INCIDENT

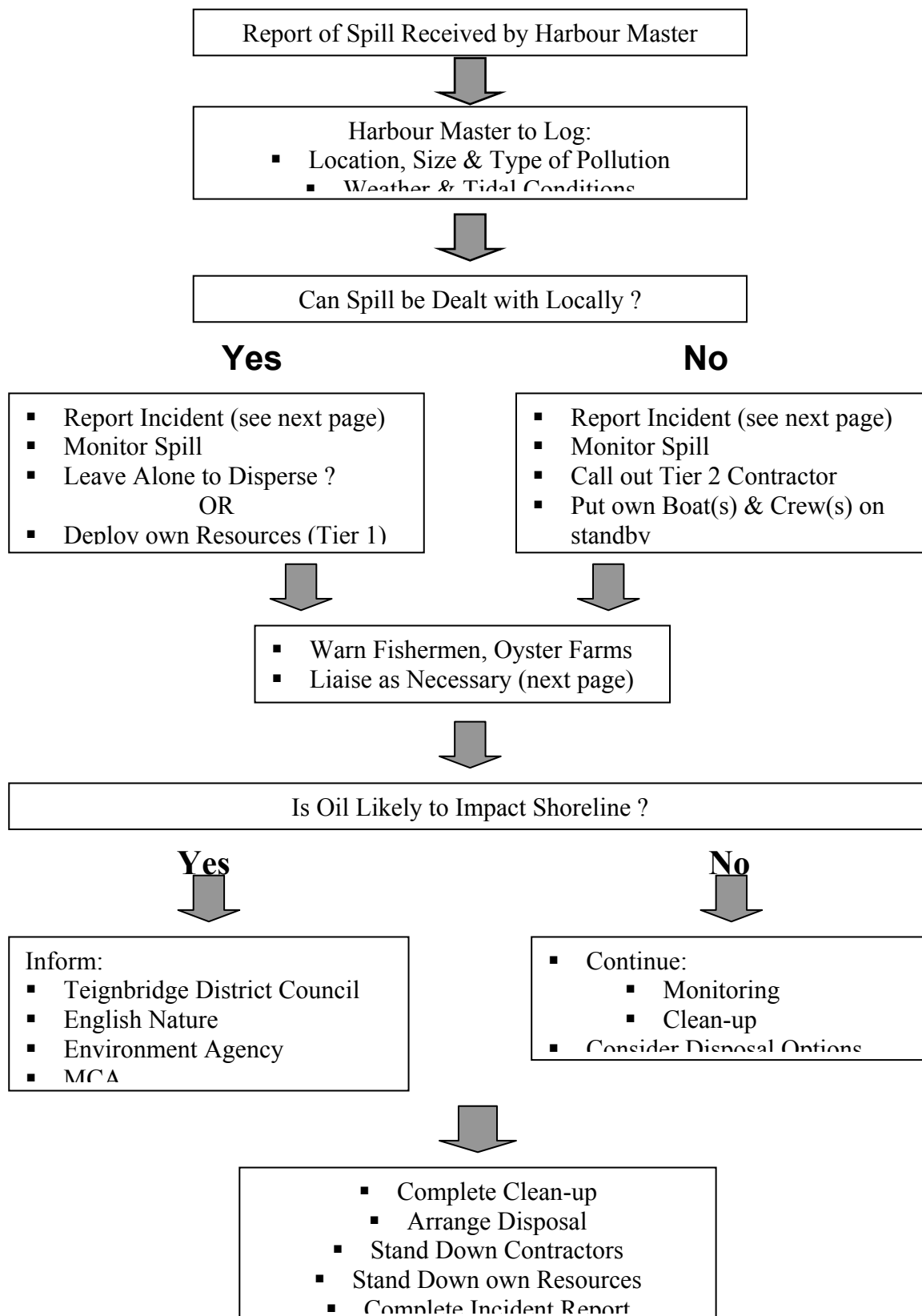
19

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – DECISION FLOW DIAGRAM



TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

**PART 2 - ACTIONS
SECTION 5: ACTION SHEETS**

HARBOUR MASTER – ACTION CHECK LISTS

5.2 Harbour Master (or Deputy Harbour Master)

INCIDENT		FURTHER DETAILS	DAY	DATE & TIME
<p>HARBOUR MASTER (or Deputy) RESPONSIBILITIES:</p> <ul style="list-style-type: none"> ▪ To assume initial responsibility for spill response ▪ To carry out initial response call-outs and notifications ▪ To direct personnel and resources as required by the nature of the incident 				
RESPONSE ACTIONS		ADDITIONAL INFORMATION	COMPLETED/NOTES	
1	Receive notification of the incident	(1) Log information on POLREP (Para 8.1) (2) Open Incident Log		
2	Record movement of oil since initial observation			
3	Open log (Annex A) to record events, actions & costs			
4	Report incident to: <ul style="list-style-type: none"> ▪ Other party to this Plan ▪ MRSC Brixham ▪ EA 	THC Tel: 01626 772376 TQC Tel: 01626 774044 Tel: 01803 882704 Fax: 01803 882780 Tel: 01392 442024		
5	Liaise as necessary <ul style="list-style-type: none"> ▪ English Nature Out of Hours ▪ Teignbridge District Council ▪ MAFF 	(T) 01837 55045 (F) 01837 55046 (P) 07669 178199 (T) 01626 361101 See Contact Directory		
6	Ensure measures are taken to stop/contain the spillage, if possible			
7	If oil is likely to spread beyond harbour limits Inform MCA & Teignbridge DC	(T) 01626 361101		

Continued on next page

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

8	Ensure precautions have been taken to ensure the safety of all personnel with access to the affected area		
9	Establish level of incident Decide appropriate level of response (tick): <ul style="list-style-type: none">▪ Tier 1▪ Tier 2▪ Tier 3 Follow appropriate action list below	Ensure that leaving the oil to degrade naturally is considered Mobilise oil spill response resources appropriate to the level of incident, including manpower	
10	During removal and/or clean-up of oil, every attention to be paid to relevant health & safety regulations and safe working practices See also MCA STOp 1/98 (Health, Safety & Welfare during Shoreline Clean-up), a copy of which is at Annex C		

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

ACTION LIST TIER 1 SPILL		
RESPONSE ACTIONS	ADDITIONAL INFORMATION	COMPLETED/NOTES
1.1	<ul style="list-style-type: none"> ▪ “Teign C” and/or other Harbour Commission boats & crews(s) – call out ▪ Deploy Tier 1 resources to deal with pollution ▪ Hose down steps & slipways 	
1.2	Monitor incident Ensure regular reports on clean-up operation	
1.3	Maintain log (Annex A) of events, actions & costs	
1.4	Consider areas likely to be affected by pollution <ul style="list-style-type: none"> ▪ Fishermen ▪ Oyster farms Issue warnings	
1.5	Consider likelihood of spill escalating to Tier 2. If likely, follow Action List – Tier 2 Spill below	
1.6	Stand down staff when incident over. Log end of incident	
1.7	Ensure samples of spilt oil are taken, if possible Follow procedures in MCA STOp Note 2/98 – Collection & Handling of Samples (see Annex D)	

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS
SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

ACTION LIST TIER 2 SPILL		
RESPONSE ACTIONS	ADDITIONAL INFORMATION	COMPLETED/NOTES
<p>2.1</p> <ul style="list-style-type: none"> ▪ Contact THC Tier 2 resource contractor OSRL Agree first response level <p><i>If spill caused by commercial vessel, contact Teignmouth Quay Co's Tier 2 resource contractor OSRL.</i></p> <p>TQC Port Manager or Operations Manager will work with Harbour Master to ensure Action List is followed and proper liaison with Tier 2 contractor (policy agreed between parties to this Plan)</p>	<p>(T) 02380 331551 Pager: 020 8 3456789</p> <p>(ask for pager OIL39)</p> <p><i>Contract Ref No: RPA1.1THC36B</i></p> <p>(T) 02380 331551 Pager: 020 8 3456789</p> <p>(ask for pager OIL39)</p> <p><i>Contract Ref No: RAS1.1TEI160</i></p>	
<p>2.2</p> <p>“Teign C” and/or other Harbour Commission boats & crew(s) - call out to assist Tier 2 resource contractor</p>		
<p>2.3</p> <p>Maintain Incident Log (Annex A) Events, actions & costs (Harbour Master & TQC as appropriate)</p>		
<p>2.4</p> <p>Consider other areas likely to be affected</p> <ul style="list-style-type: none"> ▪ Fishermen ▪ Oyster farms <p>Issue warnings</p>		
<p>2.5</p> <p>On arrival of contractor, brief supervisor re:</p> <ul style="list-style-type: none"> ▪ Incident ▪ Action already taken ▪ Assistance available 		

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

Continued on next page

24

2.6	Maintain communication with response supervisor throughout incident		
2.7	Ensure samples of spilt oil are taken, if possible Follow procedures in MCA STop Note 2/98 – Collection & Handling of Samples		
2.8	Stand down staff when incident over Log end of incident		

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

25

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

ACTION LIST AFTER TIER 1 or 2 INCIDENT			
FURTHER ACTIONS		ADDITIONAL INFORMATION	COMPLETED/NOTES
1	Stand down response team when clean-up has been completed		
2	Inform other party to this plan: <ul style="list-style-type: none">▪ Harbour Master▪ Clerk, Teignmouth Harbour Commission▪ Port Manager Report on spill & action taken (to include costs incurred)		
3	Inform MCA		
4	<ul style="list-style-type: none">▪ Review actions taken by all parties▪ Consider effectiveness of call out procedures & deployment of resources▪ Consider whether changes to plan or to response procedures are necessary	If yes, liaise with other parties concerned. <i>Recommend changes</i>	

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

27

Reporting Matrix

ORGANISATION TO BE NOTIFIED		
MCA		
“Other Party” (ie THC or TQC) Teignbridge District Council		
Oil Spill Contractor		
Environment Agency		
MAFF		
English Nature		

Harbour Users, Fishermen, Oyster Farms Telephone/Radio Contact as necessary
NB Telephone/fax numbers in Emergency Telephone Directory (pink) at Part 3, Section 10

6.2 Communications Plan This paragraph describes the methods of communication to be used in responding to a spill. In a Tier 1 and Tier 2 response, the Harbour Master or the Port Manager, TQC, will be the focus of the communications systems. In a Tier 3 response, the Harbour Master and the Port Manager, TQC, will work closely with the District Council Beach Manager in whose area of responsibility Teignmouth Harbour is located. In a major spill (Tier 3), communications are managed by the Beach Manager (see Teignbridge District Council Coastal Oil Pollution Plan).

- **For notification & reporting, the most convenient and effective means of communication are to be used (phone, fax, mobile)**
- **For communication between the Harbour Master and ships and boats, the Harbour Master will use Radio Mobile Phone on Channel 16**
- **Communication between the Harbour Master and resource contractors will be by the most effective means available**

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

- **After the incident, all suggestions for improvement of response and communication should be passed as soon as possible to the Harbour Master. He will ensure that all parties are notified of changes**

6.3 Information for Tier 2 Response Contractor Following call out of the Tier 2 Response Contractor [OSRL], the OSRL Duty Manager will contact the Harbour Master or TQC and request as much of the following information as possible. This sheet should be retained as part of the record of the incident and a new page inserted in the plan.

INFORMATION REQUESTED	
2 Name of client's nominated call out authority This is to be confirmed by fax	
4 Location of spill [latitude & longitude] Is spill on the water or on land?	
6 Time of spill [GMT & local time]	
8 Source of spillage	
10 Quantity [if known] or estimated quantity	
12 Oil type & characteristics [if known]	
14 Weather conditions: <ul style="list-style-type: none"> ▪ Wind velocity ▪ Sea state ▪ Temperature ▪ Tidal conditions ▪ Precipitation ▪ Ground conditions on shore ▪ Weather forecast 	

- 16 Resources at risk
As much information as is practical should be given
- 17 Clean-up resources available on site or others ordered [with ETA]
- 18 Accessibility to spill site; distance to nearest metalled road; any local disruption to road transport
- 19 Facilities available, location of secure storage for equipment
- 20 Vessel available for equipment deployment, storage of recovered oil
- 21 Location of Command Centre
- Harbour Master's Office
 - Teignmouth Quay Company
 - 22 Name of On Scene Commander & designated contact[s] and/or deputies

7.1 Teign Estuary – Ecological Description The Estuary has a range of habitat types, including vulnerable saltmarsh habitats, sheltered tidal flats and exposed rocky coasts, the latter occurring at the mouth of the Estuary. There are also extensive areas of shingle, mainly in the lower Estuary where they are typically mixed with

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

either muddy sand or sand.

7.2 **Amenity Beaches** The amenity beaches in the Estuary are as follows:

- Teignmouth Town
- Back Beach
- Shaldon Beach
- Ness Cove

The main season is from May to the end of September

7.3 **Conservation Status** There are no designated conservation areas within the Teign Estuary.

7.4 **Ecological Value**

- **Waterfowl**
 - Locally important for waders & wildfowl over-wintering and on passage (main season – October to March).
 - Species present include oystercatcher, redshank, dunlin, red-breasted merganser
 - Main feeding grounds include the Salty & Hackney Marshes
- **Seabirds** Small numbers of shag, cormorant & gulls present around entrance to Estuary throughout the year
- **Marine Conservation Importance** No notable sites
- **Botanical Conservation Importance** No notable sites
- **Geological Conservation Importance** Luxton Steps, Bishopsteignton, is a regionally important geological site
- **Fish Nursery Area** There is an important bass nursery area in the Estuary. Bass are protected from capture from 1 May to 31 October. The same area of the Estuary is also used as a nursery area by sole and plaice from April to December
- **Fisheries** There is commercial licensed fishing for salmon and sea trout. There is also farming of cultivated oysters and some mussels in the Estuary and crab tiles along the north and south banks.

7.5 **Oil Spill Clean-up Policy** In most of the Teign Estuary oil would be left to degrade naturally. In the event of a harbour spill, predominately diesel, every reasonable effort will be made to contain and recover the oil. Boats would be used to agitate oil that could not be contained. Diesel oil would not be cleaned from amenity beaches, from saltmarsh or tidal flat areas. **(See also Part 1, Sect 3, para 3.4)**

Pressure washing of harbour walls, steps and slipways will be undertaken as deemed necessary by the Harbour Master. This is particularly important in regard to public safety

In the event of a Tier 3 spill of heavy or crude oil, amenity beaches will be cleaned in accordance with the coastal schedules in the Teignbridge District Council Plan. Oil stranded on intertidal areas will be left to degrade naturally

8.1 STANDARD POLLUTION REPORT (CG 77 or POLREP)

NOTE: This format to be used to report all spills to Coastguard,

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

columns A & B only

Part 1 - Information which should be provided in an initial Pollution Report

COLUMN A REFERENCE	COLUMN B REPORT	COLUMN C DETAILS TO BE REPORTED
A		CLASSIFICATION of report: (i) Doubtful, (ii) Probable or (iii) Confirmed
B		DATE & TIME pollution observed/reported, & identity of observer/reporter
C		POSITION & EXTENT of pollution (By latitude & longitude if possible, state range & bearing from some prominent landmark & estimated amount of pollution, eg size of polluted area; number of tonnes of oil spilled; or number of containers, drums etc lost. When appropriate, give position of observer relative to pollution)
D		TIDE & WIND - Speed & Direction
E		WEATHER Conditions & SEA State
F		CHARACTERISTICS of pollution (Give type of pollution, eg oil, crude or otherwise; packaged or bulk chemicals; or garbage. For chemicals, give proper name or United Nations Number, if known. For all, give also appearance, eg liquid, floating solid, liquid oil; semi-liquid sludge; tarry lumps; weathered oil; discoloration of sea; visible vapour, etc)
G		SOURCE & CAUSE of pollution (eg, from vessel or other undertaking. If from vessel, say whether as a result of apparent deliberate discharge or a casualty. If the latter, give a brief description. Where possible, give name, type, size, nationality & Port of Registry of polluting vessel. If vessel is proceeding on its way, give course, speed & destination, if known)

Continued over/

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

8.1 STANDARD POLLUTION REPORT (CG77) (cont)

COLUMN A REFERENCE	COLUMN B REPORT	COLUMN C DETAILS TO BE REPORTED
H		Details of VESSELS IN THE AREA (To be given if the polluter cannot be identified & the spill is considered to be of recent origin)
J		Whether PHOTOGRAPHS have been taken, and/or SAMPLES for analysis
K		REMEDIAL ACTION taken, or intended, to deal with spillage
L		FORECAST of likely effect of pollution (eg, arrival on beach, with estimated timing)
M		NAMES of those informed other than addressees
N		Any OTHER relevant information (eg, names of other witnesses, references to other instances of pollution pointing to source)

Part 2 - Supplementary Information to be provided later

(This section may be disregarded when POLREPS are for UK internal distribution only)

COLUMN A REFERENCE	COLUMN B REPORT	COLUMN C DETAILS TO BE REPORTED
O		RESULTS of SAMPLE analysis
P		RESULTS of PHOTOGRAPHIC analysis
Q		RESULTS of SUPPLEMENTARY ENQUIRIES (eg, inspection by Surveyors, statements from ship's personnel etc, if applicable)
R		RESULTS of MATHEMATICAL MODELS

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

8.2 REPORT ON DISPERSANT USE

NB Dispersants can only be used after permission to do so has been obtained from MAFF. It is unlikely that MAFF would agree to the use of dispersants on light oils (eg diesel) in Teignmouth Harbour

INCIDENT:	DATE:	TIME:
PERMISSION TO USE DISPERSANTS Obtained from: Date & Time: Type of Dispersant Permitted: Quantity:		
DISPERSANT USED Where: How much Used: How Much Remaining: Effectiveness of Dispersant Use: Names of Personnel Using Dispersant: End of Dispersant Use (Date & Time): Where Returned/Disposed:		
Final Report to MAFF on Dispersant Use:		
Harbour Master:	Date & Time:	

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

9.1 PROFORMA PRESS STATEMENT The following is a pro forma press statement to be completed and issued to the press/media in the name of the Harbour Commission and the Quay Company.

THC & TQC are committed through this Plan to providing succinct and factual information for the media at the earliest possible opportunity and would seek

- to update that information with the action taken and results obtained

The media briefing area locally will be the boardroom at the THC Clerk's

- Offices, 2 Orchard Gardens, Teignmouth.

TQC will liaise with and inform ABP Corporate Communications Office, 150 Holborn, London EC1N 2LR

- Where there is a multi-agency response to a spill, THC & TQC will liaise with other agencies regarding media briefings

The statement is to be copied to:

Clerk, Teignmouth Harbour Commission
Port Manager, Teignmouth Quay Company
Teignmouth Harbour Master

- Maritime & Coastguard Agency

**PRESS STATEMENT
OIL SPILL IN TEIGNMOUTH HARBOUR**

An oil spill occurred in Teignmouth Harbour at(time) on(day).

The oil was(type of oil). * The spill was reported to the Maritime & Coastguard Agency

* The oil was left to degrade naturally in accordance with the advice of English Nature.

* The Harbour Oil Pollution Plan was implemented and actions were coordinated to *contain/ *clean-up the oil

* Some oil has spread to the neighbouring shoreline, requiring further attention by Teignbridge District Council and/or the Environment Agency.

* The clean-up operation was successful and no oil spread to the neighbouring shoreline

* Contact for media interest/queries:

Issued by:

Date:

(* delete as appropriate)

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

1 Resources This Resources Directory contains details as follows:

- **Tier 1 Resources** held by Teignmouth Harbour Commission and the Teignmouth Quay Company
- **Tier 2 Resources** available on contract to Teignmouth Harbour Commission and the Teignmouth Quay Company
- **Other Resources** held by other organisations that may be available in the event of a spill in the harbour

2 Tier 1 Resources

RESOURCES HELD (incl Locations & Replacements)	RECORD OF USE
<p style="text-align: center;">TIER 1</p> <p>Located at Harbour Master's Store, Teignmouth</p> <p>“Arrow” Light Oil Clean-up Kit sufficient for spill of up to 200 lit. See Contact Directory for numbers of Arrow Chemicals</p> <p>100 Oil Absorbent Pads</p> <p>10 Light Oil Skirts</p> <p>1 Light Oil Sweeping Roll</p> <p>10 Special Waste Bags</p> <p>Power Washing Equipment</p> <p>Shovels</p> <p>Brushes</p> <p>PPE</p> <p>“Teign C” & other Harbour Commission boats available with crews for deployment of resources</p>	

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

3 Tier 2 Resources

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

<p align="center">RESOURCES HELD (incl Locations & Replacements)</p>	<p align="center">RECORD OF USE</p>
<p><u>A: Teignmouth Harbour Commission</u></p> <p>Contract Reference No: RPA1.1 THC36B</p> <p>Call Out No: 023 80331551 or Pager: 020 8345 6789 [ask for pager no. OIL39]</p> <p>Resources at Response Centre at Saltash:</p> <p>1 Response Vehicle</p> <p>300m Inflatable Sea Boom [10m]</p> <p>100m Shore Sealing Boom [10m]</p> <p>60m Fence Boom [10m]</p> <p> Boom Ancillaries:</p> <p>2 Air Fans</p> <p>1 Water Pump</p> <p>10 Anchors & Chains</p> <p>1 Rope Mop</p> <p>30m Oleophilic Rope</p> <p>Var. Weir Heads & Spate Pump</p> <p>2 Frame Tanks, 1,500 gals</p> <p>1 Self Erecting Tank, 500 gals</p> <p>1 Generator Set, 3kw</p> <p>1 Lighting Set</p> <p>1 Safety & Air Monitoring Equipment</p> <p>1 Decontamination Station</p> <p>1 Personal Protective Equipment [PPE] For Support Personnel per 8 hr day</p> <p>Response Equipment – Consumables</p> <p>6 Sorbent Booms [Bales of 4 x 3m Sections]</p> <p>6 Sorbent Pads [Pack of 200]</p> <p> PPE:</p> <p>10 Coveralls</p> <p>10 Gloves</p> <p>10 Goggles</p> <p>var Decontamination Materials</p> <p>NOTE:</p> <p>The Response Package includes:</p> <ul style="list-style-type: none"> ▪ Vehicle ▪ Equipment ▪ Dedicated Team Leader ▪ Support Personnel 	

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

***NB If spill caused by commercial vessel, TQC Tier 2 Contract
(below) to be invoked***

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

<p align="center">RESOURCES HELD (incl Locations & Replacements)</p>	<p align="center">RECORD OF USE</p>
<p align="center"><u>B: Teignmouth Quay Company</u></p> <p>Contract Reference No: RAS1.1 TEI160</p> <p>Call Out No: 023 80331551 or Pager: 020 8345 6789 [ask for pager no. OIL39]</p> <p>Resources at Response Centre at Saltash:</p> <p>3 Response Vehicle</p> <p>300m Inflatable Sea Boom [10m]</p> <p>100m Shore Sealing Boom [10m]</p> <p>60m Fence Boom [10m]</p> <p> Boom Ancillaries:</p> <p>4 Air Fans</p> <p>2 Water Pump</p> <p>11 Anchors & Chains</p> <p>3 Rope Mop</p> <p>30m Oleophilic Rope</p> <p>Var. Weir Heads & Spate Pump</p> <p>4 Frame Tanks, 1,500 gals</p> <p>2 Self Erecting Tank, 500 gals</p> <p>2 Generator Set, 3kw</p> <p>2 Lighting Set</p> <p>2 Safety & Air Monitoring Equipment</p> <p>2 Decontamination Station</p> <p>2 Personal Protective Equipment [PPE] For Support Personnel per 8 hr day</p> <p>Response Equipment – Consumables</p> <p>7 Sorbent Booms [Bales of 4 x 3m Sections]</p> <p>7 Sorbent Pads [Pack of 200]</p> <p> PPE:</p> <p>11 Coveralls</p> <p>11 Gloves</p> <p>11 Goggles</p> <p>var Decontamination Materials</p> <p>NOTE:</p> <p>The Response Package includes:</p> <ul style="list-style-type: none"> ▪ Vehicle ▪ Equipment ▪ Dedicated Team Leader ▪ Support Personnel 	

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

TIER 3

The response to a major spill affecting the Teignbridge and Teignmouth Harbour shoreline will be multi-agency in accordance with the National Contingency Plan and the County Council and District Council Oil Pollution Plans.

Resources for clean-up will be obtained from a wide variety of sources, including the UK Oil Response Contractors, such as MCA, OSRL and others.

Harbour resources will be used for clean-up within the harbour as appropriate

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

4 Resources Held by Other Organisations

ENVIRONMENT AGENCY, SOUTH WEST REGION

Incident No: 01392 442024 (ex directory) Fax: 01392 442010

TOTAL	(1) BOOMS LOCATION		COUPLING	CONNECTOR	
	2 X 10m Sea Guardian	600mm	Unicon	20m	Exeter
	5 x 25m Sea Guardian	600mm	Unicon	125m	Exeter
	5 x 10m Sea Sentinel	800mm	Unicon	50m	Exeter
	1 x 20m Sea Sentinel	800mm	Unicon	20m	Exeter
	3 x 30m Sea Sentinel	800mm	Unicon	90m	Exeter
	4 x 20m Shore Guardian	600mm	Unicon	80m	Exeter
	19 x 10m Shore Guardian	600mm	Unicon	190m	Exeter
	4 x 10m Shore Guardian	780mm	Unicon	40m	Exeter
	8 x 20m Shore Guardian	780mm	Unicon	160m	Exeter
	10 x 25m Sea Guardian	700mm	Unicon	250m	Exeter
	5 x 20m Sentinel Boom		Unicon	100m	Bodmin
	5 x 10m Sentinel Boom		Unicon	50m	Bodmin
	190m Standard Hoyle Boom (8" draft)		Unicon	190m	Weymouth
	50m Troil Boom (heavy duty)		Non-standard	50m	Bradney
	60m 750mm Rigid Boom		Unicon	60m	Bradney
	60m 750mm Rigid Boom		Unicon	60m	Chippenham
	2 x 30m Hoyle Marine Boom		Unicon	60m	Fordingbridge
	2 x 20m Hoyle Marine Boom		Unicon	40m	Fordingbridge

Associated equipment, air blowers, water pumps, anchors, etc., also available. Also assorted size boom mainly suitable for rivers - held throughout Region.

(2) Oil Recovery Equipment

8 x small oil skimmers (various types) held throughout the Region
1 x Oil Mop & associated equipment held at Exeter

(3) Storage/Holding Equipment for Waste

3 x Fast Tanks (1,500 gallons)
5 x Fast Tanks (750 gallons)

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

Incident No: 01392 442024 (ex directory) Fax: 01392 442010

(1) BOOMS	COUPLING	CONNECTOR	TOTAL	LOCATION
2 X 10m Sea Guardian	600mm	Unicon	20m	Exeter
5 x 25m Sea Guardian	600mm	Unicon	125m	Exeter
5 x 10m Sea Sentinel	800mm	Unicon	50m	Exeter
1 x 20m Sea Sentinel	800mm	Unicon	20m	Exeter
3 x 30m Sea Sentinel	800mm	Unicon	90m	Exeter
4 x 20m Shore Guardian	600mm	Unicon	80m	Exeter
19 x 10m Shore Guardian	600mm	Unicon	190m	Exeter
4 x 10m Shore Guardian	780mm	Unicon	40m	Exeter
8 x 20m Shore Guardian	780mm	Unicon	160m	Exeter
10 x 25m Sea Guardian	700mm	Unicon	250m	Exeter
5 x 20m Sentinel Boom		Unicon	100m	Bodmin
5 x 10m Sentinel Boom		Unicon	50m	Bodmin
190m Standard Hoyle Boom (8" draft)		Unicon	190m	Weymouth
50m Troil Boom (heavy duty)		Non-standard	50m	Bradney
60m 750mm Rigid Boom		Unicon	60m	Bradney
60m 750mm Rigid Boom		Unicon	60m	Chippenham
2 x 30m Hoyle Marine Boom		Unicon	60m	Fordingbridge
2 x 20m Hoyle Marine Boom		Unicon	40m	Fordingbridge

Associated equipment, air blowers, water pumps, anchors, etc., also available. Also assorted size boom mainly suitable for rivers - held throughout Region.

(2) **Oil Recovery Equipment**

8 x small oil skimmers (various types) held throughout the Region
1 x Oil Mop & associated equipment held at Exeter

(3) **Storage/Holding Equipment for Waste**

3 x Fast Tanks (1,500 gallons)
5 x Fast Tanks (750 gallons)

(4) **Manpower Resources Available**

Several small teams (8 – 12 staff) with estuary boom deployment experience

A number of staff with Rigid Inflatable Boat/Boom handling experience

(5) **Contact Numbers**

Initial Incident Report No: 0800 807060 (24 hour cover at Exeter)
01392 442010 (fax – 24 hour cover)
01392 442024 (Regional Communications Centre
24 hour – ex directory)

- 1 **Standing Approval for Use of Dispersants** At present there is no standing approval for the use of dispersants.

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS
SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS

- 2 Use of Dispersants** If the use of dispersants is deemed necessary in the event of a spill, permission will be sought from MAFF. MAFF's advice will also be sought regarding the most suitable dispersant(s) to use in the circumstances.

Do not use at present

INCIDENT:	
------------------	--

PERMISSION TO USE DISPERSANTS

Obtained from:

Date & Time:

Type of Dispersant Permitted:

Quantity: **DISPERSANT USED**

<p>DISPERSANT USED</p> <p>Where:</p> <p>How much Used:</p> <p>How Much Remaining:</p> <p>Effectiveness of Dispersant Use:</p> <p>Names of Personnel Using Dispersant:</p> <p>End of Dispersant Use (Date & Time):</p> <p>Where Returned/Disposed:</p>
<p>Final Report to MAFF on Dispersant Use:</p>

Harbour Master:

Date & Time:

TEIGNMOUTH HARBOUR OIL POLLUTION CONTINGENCY PLAN

PART 2 - ACTIONS

SECTION 5: ACTION SHEETS

HARBOUR MASTER – ACTION CHECK LISTS
