

CUYAHOGA RIVERBANK FAILURE CONTINGENCY PLAN

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Buffalo District



Cuyahoga Riverbank Failure Contingency Plan

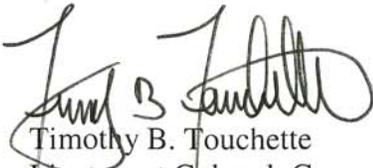
The U.S. Army Corps of Engineers, Buffalo District and the U.S. Coast Guard, Sector Buffalo recognize the potential for bulkhead failures in the Cuyahoga River and the significant impact these failures would have on commercial navigation and the economic health of Northeast Ohio. The maintenance of privately owned bulkheads and embankments along the river are the responsibility of the landowner and are most effectively managed at the local level by the City of Cleveland.

In the event that a hazard caused by a failed riverbank or bulkhead impedes navigation in the Federal channel, and a solution at the private or local level is not attainable, the U.S. Army Corps of Engineers and the U.S. Coast Guard will work together to ensure that navigation is quickly restored in the river. The Federal Government will take action after an emergency declaration, made jointly by the U.S. Army Corps of Engineers and the U.S. Coast Guard.

The purpose of the Contingency Plan, developed through significant cooperation with waterway users, industry and other government agencies, is to document and coordinate the Federal response to catastrophic bulkhead failures in the Cuyahoga River.

Any response operation will be conducted and coordinated using Incident Command System principles established within the National Incident Management System. Roles and Responsibilities for the USACE, USCG and other entities are outlined in the attached contingency plan. The geographic scope of this plan includes all navigable portions of the Cuyahoga River from its outlet into Lake Erie to the head of the Federal navigation channel located 5.8 miles upriver.

The overarching goal of the Cuyahoga Riverbank Failure Contingency Plan is to prescribe response actions during a catastrophic riverbank or bulkhead failure in order to minimize the economic impact to commerce in the region and restore safe navigation along the river. Minimizing the impact of any failure can only be ensured through interagency government and stakeholder cooperation along with continued bulkhead and riverbank maintenance. In this regard, we ask that this document be shared with pertinent emergency responders, government agencies, and business interests.



Timothy B. Touchette
Lieutenant Colonel, Corps of Engineers
District Commander



Scott F. Ferguson
Captain, U.S. Coast Guard
Captain of the Port Buffalo

Questions concerning this plan should be directed to U.S. Coast Guard Marine Safety Unit Cleveland at (216) 937-0124 or the U.S Army Corps of Engineers Cleveland Office at (216) 685-1200.

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SECTION 1 – INTRODUCTION

1.1 BACKGROUND

The Cuyahoga River is located in Cuyahoga County in northeast Ohio (Figure 1.1) within the City of Cleveland. The river includes a 5.8 mile-long navigable Federal channel that is dredged twice yearly to an average depth of 23 feet. Vertical sheet pilings, or bulkheads, that were installed in the 1940's and 1950's, stabilize the majority of the navigable portion of the Cuyahoga River. Other types of riverbank along the navigable portion of the river include concrete slabs, stone riprap and natural vegetation. Previous studies and recent inspections by the United States Army Corps of Engineers (URS Greiner, 1998) and others indicate that some bulkheads and surrounding riverbank show indications of potential failure and in one case, the bulkheads have yielded into the Federal channel. If a failed bulkhead, riverbank, or some other impediment obstructs the Federal channel, the Federal government has the authority to remove the obstruction.

Cleveland Harbor handles the most tonnage of any U.S. Commercial port on Lake Erie. Waterborne traffic at Cleveland Harbor consists primarily of receipt and shipment of bulk commodities. In 2000, the total tonnage at Cleveland Harbor was 14,391,000 tons. Receipts accounted for 93% (13,372,000 tons) and shipments accounted for 7% (1,019,000 tons) of all traffic. Iron ore has been the dominant commodity moving through Cleveland Harbor. In 2000, iron ore movements accounted for 47% (6,746,000 tons) of all traffic at Cleveland Harbor. The other significant commodity was limestone (4,115,000), which accounted for 29% of the harbors bulk traffic. Other major commodities using Cleveland harbor include cement and concrete (5%), salt (4%) and sand, gravel and crushed rock (3%). The waterborne traffic pattern at Cleveland Harbor has varied in the ten years from 1991 through 2000. Bulk commodity traffic has ranged from a low of 13.4 million tons during the recession of 1991 to a high of 18.1 million tons in 1997.

The harbor has handled more than 12m tons per year since 1998 and ranks 47th among all U.S. harbor tonnages (2003). The port generates over \$572M in personal income through the 11,000 jobs supported by port activities. Waterborne traffic at the harbor in the future will be near the 12,000,000 tons per year level. Clearly, the loss of commercial navigation in Cleveland Harbor would have a significant economic impact for many businesses and stakeholders that rely on commercial shipping.

1.2 PURPOSE

Catastrophic or emergency situations resulting from riverbank failure along the Cuyahoga River are rare. However, preparations for dealing with these emergencies require advanced planning. The purpose of this Contingency Plan is to document and coordinate the Federal response to a riverbank failure on the Cuyahoga River. Maintenance of the riverbank along the Cuyahoga River is the responsibility of the landowners and as such, the first step in addressing a potential or existing navigational hazard is by the landowner. The City of Cleveland can ensure such maintenance takes place by taking actions to enforce currently effective City ordinances regarding property maintenance along the Cuyahoga River. As outlined in Section 3.3 of this

document, various actions will be taken to prevent a riverbank failure from affecting navigation. In the event that a hazard is caused by a riverbank or bank protection failure, and navigation in the Federal Channel is impeded, the United States Army Corps of Engineers (USACE) and the United States Coast Guard (USCG) will work with the necessary entities to see that the hazard is removed. This planning and response is intended to minimize the economic impact to commerce in the region and ensure safe navigation along the river.

1.3 AUTHORITY

USACE may take action to address obstructions to navigation under the authority of 33 United States Code (USC) §§ 409 and 414-416 and 33 Code of Federal Regulation (CFR) Part 245 if the circumstances surrounding the obstruction meet the criteria set forth in the statutes and regulation. Specifically, should the Federal navigation channel become obstructed due to a riverbank, bulkhead or other failure and navigation is impeded or stopped or the obstruction poses an immediate and significant threat to life or property, USACE may initiate an emergency action to remove the obstruction and seek reimbursement from the individuals responsible for the obstruction. In addition, USACE may remove an obstruction if USACE, in consultation with the USCG, determines that: 1) the obstruction is a hazard to navigation; 2) removal is needed and 3) the responsible party cannot be found or they do not pursue the removal diligently. Obstructions that do not pose a hazard to general navigation may not be removed by USACE.

If there is a failure of a riverbank or bulkhead in the Cuyahoga River USACE may also undertake a bank stabilization project, in cooperation with a non-Federal sponsor, pursuant to 33 USC §603a. Such a project may be undertaken if USACE determines that it is advisable to remove accumulated debris from the river in the interest of navigation.

1.4 SCOPE

The geographic scope of this plan includes all navigable portions of the Cuyahoga River from its outlet in Lake Erie to the head of the Federal navigation channel (Figure 1.1). The Contingency Plan prescribes actions for cases of moderate to catastrophic riverbank or bulkhead failure affecting the safe navigation of ships in the Federal channel.

SECTION 2 – ROLES & RESPONSIBILITIES

2.1 MAJOR STAKEHOLDERS

The USACE and USCG will jointly determine if an obstruction created by a riverbank failure requires a joint Federal response. The agencies and stakeholders listed below either have significant responsibility and/or interest in maintaining safe navigation of the Cuyahoga River. Appendix 5.1 provides their current contact information. Note, many unlisted private and public industries, businesses and associations may be adversely affected by a riverbank failure along the Cuyahoga River.

2.1.1 U.S. Army Corps of Engineers

The mission of the USACE is to maintain navigation in the Federal channel. When necessary, the USACE will take the lead on clearing an obstruction in the Federal channel.

Roles and Responsibilities:

- Lead decision-making agency
- Provide technical expertise and support including:
 - Response team member(s)
 - Project funding
 - Engineering, contracting, legal and permitting
 - Public affairs support
 - Survey and floating plant
 - Maintain the Contingency Plan

Initial Actions:

- Deploy with a USCG representative to investigate the channel obstruction (e.g., determine where, what and who is affected and if there have been any casualties etc.)
- Stand up USACE Incident Command System to work within the USCG Unified Command
- Brief the USACE Buffalo District Commander; who can declare an emergency in the navigation channel to initiate continuing actions

Continuing Actions:

- Request funding from Headquarters
- Contact Buffalo District Technical Services Division for project support to determine exact extent of failure and the consequences of removal
- Activate Corps's or Contractor's Survey Crew and/or Floating Plant
- Coordinate Storage, Disposal and Environmental Permits
- Public affairs coordination/support

2.1.2 U.S. Coast Guard Sector Buffalo

The USCG is the lead federal agency on waterways management and serves as the first responder to ensure safe navigation.

Roles and Responsibilities:

- Lead federal agency on waterways management
- Exercises Captain of the Port authority in limiting or restricting navigation due to channel hazards
- Provides response team member(s)
- Issues maritime advisories for vessels
- Facilitates coordination between governmental agencies, private industry and local interests as the Chair of the Cuyahoga River Safety Task Force

Initial Actions:

- Issue a Broadcast Notice to Mariners, advising mariners of potential hazards or waterway closures
- Coordinate deployment of response assets from the Marine Safety Unit Cleveland and Station Cleveland Harbor.
- Implement a safety zone to close the river to navigation, if such action is required.

2.1.3 U.S. Coast Guard Marine Safety Unit Cleveland

The USCG operational field commander for the Cleveland area is responsible for waterway management, marine safety and environmental protection programs for the USCG Sector Buffalo.

Roles and Responsibilities:

- Serve as primary local CG point of contact for planning and response issues related to the safe navigation of the Cuyahoga River.
- Provides initial response team personnel to evaluate navigation hazards
- Assists in the creation and implementation of a Unified Command to facilitate emergency response actions
- Coordinator of the Cuyahoga River Safety Task Force

Initial Actions:

- Brief USCG Commander, Sector Buffalo.
- Deploy response personnel to evaluate navigation hazards
- Establish close coordination with the USACE and other entities to establish a Unified Command.
- Recommend appropriate methods to address navigation safety (e.g. creation of a safety zone and Notice to Mariners).

Continuing Actions:

- Ensure safe navigation of the Cuyahoga River and safety of the remediation/response operations
- Provide public affairs support as needed in coordination with the USACE.
- Identify and initiate communications with the affected facilities and waterway users

2.2 STATE, LOCAL AND PRIVATE INTERESTS

The USACE and USCG will coordinate their emergency response to a bulkhead or riverbank failure with all applicable entities. These may include:

- Congressional and Senate Representatives
- Ohio Department of Transportation
- Ohio Environmental Protection Agency
- Ohio Department of Natural Resources
- Cleveland-Cuyahoga County Port Authority – governmental agency created in 1968 to manage maritime operations at the Port of Cleveland
- Cuyahoga County

- Northeast Ohio Regional Sewer District
- City of Cleveland
 - Department of Public Utilities
 - Division of Public Safety
 - Division of Fire
 - Division of Police
- Utility Companies
- Lake Carriers' Association – trade association representing U.S.-Flag vessel operators on the Great Lakes
- Flats Oxbow Association – represents the interests of all stakeholders, both private and commercial, in the Cleveland Flats area of the Cuyahoga River
- Flats Industry – represents the interests of all commercial stakeholders in the Flats.

The role of the above entities will be modified as dictated by the circumstances of the riverbank or bulkhead failure. The Cuyahoga River notification flowchart demonstrates how information will be communicated during a Federal Government response to a riverbank or bulkhead failure (Appendix 5.2). Current local information about the channel obstruction or closures will be provided to private entities and stakeholders via the USCG, LCA, Flats Industry and Flats Oxbow Association. Non-governmental organizations are encouraged to share any information through their appropriate representatives that would be helpful to a fast and safe removal of a channel obstruction in the Cuyahoga River.

SECTION 3 – PROCEDURES AND DOCUMENTS

3.1 OVERVIEW

An emergency declaration by the Buffalo District Commander will trigger pre-placed procedures and documents that generally fall into one of three classes: (1) contracting, (2) legal or (3) environmental.

3.1.1 Emergency Declaration

The USACE Buffalo District Commander can make an emergency declaration if an obstruction of the Federal navigation channel impedes commercial navigation for more than a period of 24 hours. The District Commander will make the declaration in coordination with the USACE Chief of Operations and Technical Support (OTS), the USACE Ohio Area Office (OAO), the Commander of the U.S. Coast Guard District and the Captain of the Port.

3.2 CONTRACTING

No pre-placed contracts will be awarded due to the number of possible scenarios, locations and particulars surrounding an event of this nature. Instead, Emergency contracting methods will be employed if and when necessary. Emergency contracting regulations allow quick reaction time in the event of a disaster with the following typical timeline:

Day	Contracting Events
1	Initial Assessment by Ohio Area Office personnel
2	Preparation and distribution of Scope of Work to contractors
3	Site visit with contractors
4	Proposals due
5	Negotiate, award and issue Notice to Proceed to contractor
6	Contractor mobilizes and begins work

In the event that there is possible loss of life, major property damage and/or unsafe conditions it is also possible to call a contractor and give him a verbal “go ahead” to perform work necessary to stop any additional damage at a ‘not to exceed’ cost and then negotiate the final cost of the work. This could be done in two to three days. Overland transportation companies and companies with capabilities to dredge, drive sheet pile and perform breakwater repairs are listed in Appendix 5.4. The USACE Buffalo District Contracting Division will periodically assess the capabilities of these companies and update the contingency plan.

3.3 NOTIFICATIONS

The USACE and USCG MSU Cleveland will work together with local stakeholders, non-federal agencies and landowners to identify areas where the bulkhead or riverbanks show evidence of a

potential failure and shall inform the landowner whenever possible in writing. An example of a pre-failure notification is included in Appendix 5.4.

If a failure occurs causing an obstruction that impedes or stops navigation or poses an immediate and significant threat to life or property; or the USACE and the USCG determine that a non-emergency removal of an obstruction is warranted and the responsible party does not pursue removal diligently, the USACE will comply with the notification requirements of 33 CFR 245.50 as appropriate.

3.4 ENVIRONMENTAL

In the event of a bulkhead failure, the USACE will complete all necessary coordination with state and Federal environmental agencies including Ohio Environmental Protection Agency (OEPA), Ohio Department of Natural Resources (ODNR), and U.S. Fish and Wildlife Service (USF&WS). As an event progresses toward an emergency declaration, the USACE will contact the emergency POC at each agency to inform them of the situation. The USACE will request that OEPA and ODNR issue a Section 401 State Water Quality Certification and Coastal Management Program Consistency Concurrence respectively, to permit the USACE to complete emergency removal and disposal of obstructions from the Federal channel. To date there are no known threatened or endangered species located in the Cuyahoga River channels. USF&WS will be informed of any actions for situational awareness, coordination and record keeping purposes.

3.5 HEALTH AND SAFETY

In the event of an emergency as defined in this document, the current dredging health and safety plan for Cleveland Harbor shall be used until a site and condition specific plan can be developed. Once a site-specific safety plan is developed, all operations shall be conducted in accordance with that safety plan. This plan will be developed and administered by the USACE

3.6 JOINT INCIDENT ACTION PLAN - FIELD REPORTING

The Incident Command System (ICS) organization develops around five major functions that are required on any incident whether it is large or small. The five major functions of the ICS are Command Staff, Operations, Planning, Logistics and Finance/Administration. The Command Staff consists of either the Incident Commander or a Unified Command (UC) and is responsible for the overall management of the incident, of which there are four main branches. Larger incident commands (Unified Commands) may require an Information Officer, Safety Officer and a Liaison Officer from each agency participating in the response. Operations staff is responsible for the management of all field operations directly related to the response. Planning is responsible for the collection, evaluation, dissemination and use of information about the development of the incident and the status of all resources. Logistics provides facilities, services and material support for the incident; Logistics also oversees the development and implementation of the Incident Action Plans. Finance/Administration handles all financial, administrative and cost analysis aspects of a response. In some applications, only a few of the organization's functional elements may be required. If there is a need to expand the organization however, additional positions exist within the ICS framework to meet virtually any need and establishes lines of supervisory authority with formal reporting relationships. There is complete

unity of command as each position and person within the system has a designated supervisor. Direction and supervision follows established organizational lines at all times.

3.6.1 Incident Action Plan

In the ICS, considerable emphasis is placed on developing effective Incident Action Plans (IAP). A process has been developed as a part of the ICS, to assist planners in developing a plan in an orderly and systematic manner. IAPs and attachments are based on the requirements of the incident and the objectives of the Incident Commander.

Incident Action Plans provide a coherent means of communicating the overall incident objectives in the contexts of both operational and support activities.

Under Unified Command (UC), the IAP is developed by the USCG Planning Section Chief and is approved by the UC. A single individual, the Operations Section Chief, directs the tactical implementation of the IAP. The Operations Section Chief will normally come from the agency with the greatest jurisdictional involvement. UC participants will agree on the designation of the Operations Section Chief.

The written plan that is attached contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the each or next operational period during an incident. The plan may have a number of attachments, including incident objectives, an organization assignment list, division assignments, an incident radio communications plan, medical, traffic, and site safety plans, fire suppression status, weather forecasts and incident maps.

Most of the IAP will be formulated at the time when/if a bulkhead failure occurs. In order to put in place a known coordinated response, the USACE and the USCG, including overall incident objectives, have completed some preliminary information. This Incident Action Plan will serve as a baseline from which response to a riverbank failure will be conducted. The IAP is included as Attachment 1.

3.6.2 Site Safety Plan

The site safety plan is included as Attachment 2 and will be completed by the Site Safety Coordinator for each riverbank failure site or operational period.

SECTION 4 – REFERENCES

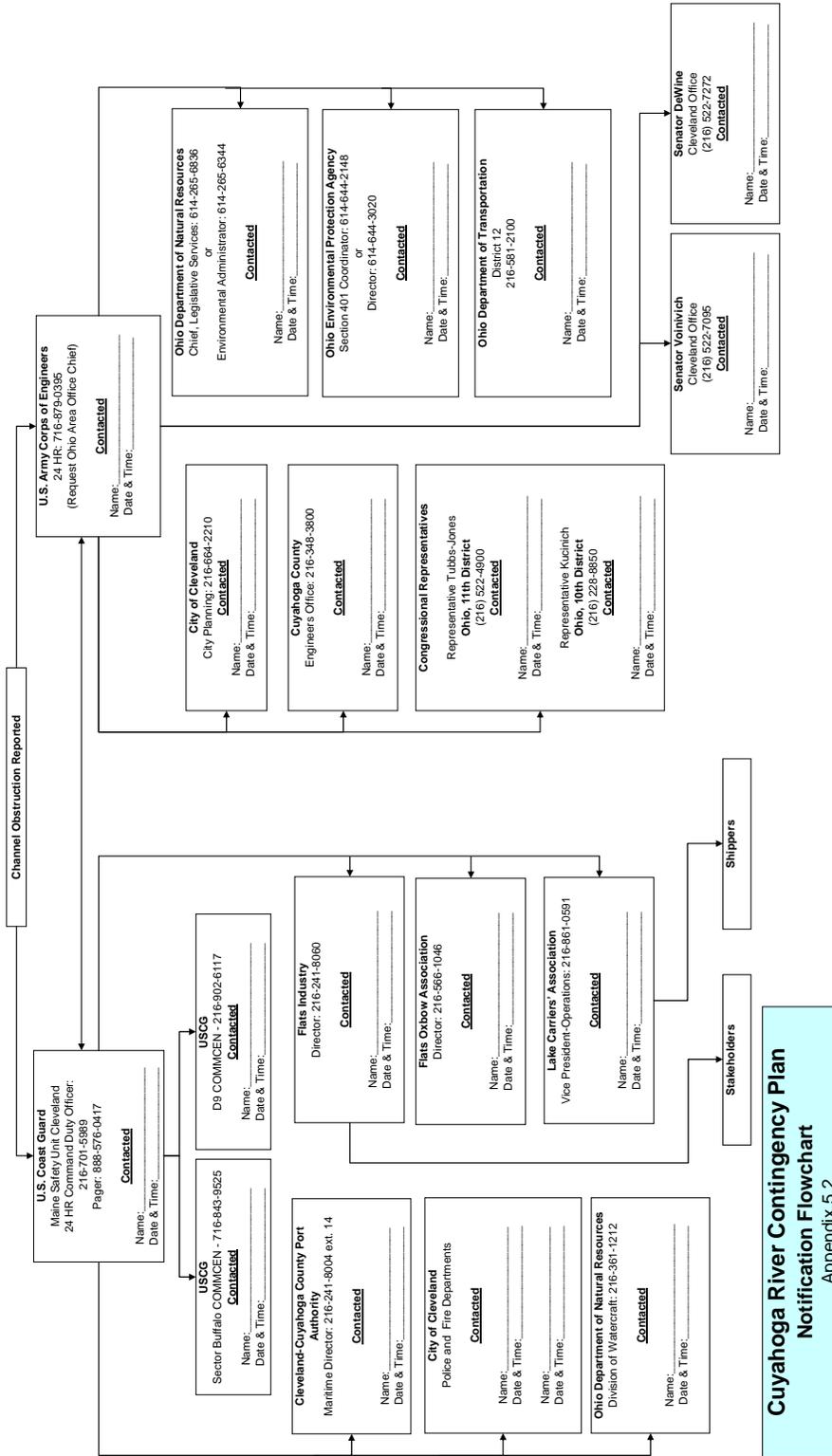
URS Greiner Inc., 1998. Phase I Report Cuyahoga River Bulkhead Study, Cleveland Ohio, prepared for the USACE Buffalo District, Buffalo, NY

SECTION 5 – APPENDICES

5.1 STAKEHOLDER CONTACT INFORMATION

USACE Buffalo District 1776 Niagara Street Buffalo, NY 14207 Phone: 716-879-4200 24 HR: 716-879-0395	USACE Ohio Area Office E. 9 th Street Cleveland, OH 44114 Phone: 216-685-1200	U.S. Coast Guard Marine Safety Unit Cleveland 1055 East Ninth Street Cleveland, OH 44114 Phone: 216-937-0111 24 HR: 216-701-5989
ODOT District Deputy Director 5500 Transportation Blvd. Garfield Heights, OH 44125 Phone: 216-581-2100 Fax: 216-587-1730		OEPA Section 401 Coordinator Division of Surface Water Lazarus Government Center P.O. Box 1040 Columbus, Ohio 43216-1049 Phone: 614-644-2148
ODNR Chief, Legislative Services Ohio Department of Natural Resources 2045 Morrise Road, Building D-3 Columbus, Ohio 43229-6693 Phone: (614) 265-6836		Cleveland-Cuyahoga County Port Authority Maritime Director One Cleveland Center 1375 East Ninth Street, Suite 1650 Cleveland, OH 44114-1786 Phone: 216-241-8004 ext. 14
Cuyahoga County Manager Emergency Services 1255 Euclid Avenue, Suite 102 Cleveland, Ohio 44115 Phone: 216-443-3196		City of Cleveland - Mayor's Office Cleveland City Hall Mayor's Office 601 Lakeside Avenue, Room 202 Cleveland, Ohio 44114 Phone: 216-664-3990
City of Cleveland Dept. of Public Utilities Carl B. Stokes Building 1201 Lakeside Avenue Cleveland, Ohio 44114 Phone: 216-664-2444	City of Cleveland Dept. of Port Control 5300 Riverside Drive Cleveland, Ohio Phone 216-265-6022	Lake Carriers' Association Vice President-Operations 614 West Superior Avenue, Suite 915 Cleveland, OH 44113-1383 Phone: 216-861-0591
Flats Oxbow Association Director 1283 Riverbed Street Cleveland, Ohio 44113 Phone: 216-566-1046		Flats Industry Director 2206 Superior Viaduct Cleveland, OH 44113 Phone: 216-241-8060

5.2 NOTIFICATION FLOWCHART



5.3 IDENTIFIED CONTRACTORS

5.3.1 Trucking Contractors

The following trucking companies are identified by the USACE as being capable of handling all trucking operations in northeast Ohio and could be used to transport excavated or dredged material to the Corps CDF facility in Cleveland, Ohio.

<p>Morabito's Trucking 3560 E. 55th St. Cleveland, OH 44105 PH 216-441-3070 Frank Mercurio or Ben Morabito Trucks with steel boxes and with gates that lock (leak proof)</p>	<p>Bulk and Inland Bulk Garfield Hts, OH 216-883-7200 FAX 216-883-8027 Steve Rizzo Part of Kellstone Group Capable of trucking build debris and stone.</p>
<p>Zeiter Trucking Norwalk, OH 1-800-860-9820 PH 419-668-6945 Mark Zeiter Capable of handling 12 ton armor stone – tub style semi dump trucks</p>	<p>Granger Trucking Inc. MBE / FBE Trucking Materials Supplier Stone Aggregates Slag Limestone 8001 Old Granger Rd. 216-641-5015 Trucking company handling stone, soil and building debris</p>

5.3.2 Steel Sheet Pile Suppliers

The following suppliers maintain a steel sheet pile inventory.

<p>Skyline Steel Corporation 8899 Brookside Ave. Suite 201 West Chester, OH 45069 PH 513-777-7039</p>	<p>Nerone and Sons 19501 South Miles Rd. Bedford Heights, OH 44128 PH 216-662-2235</p>
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5.3.3 Dredging, Marine Repair and Other Contractors

The following companies have the capabilities to dredge (D), drive sheet pile (C) or perform both dredging and construction (B). The contractors with the closest proximity to Cleveland are listed at the top of the chart and the farthest are located at the bottom. In addition to dredging and marine repair contractors, other service contractors are listed as the last three entries in the table.

<p style="text-align: center;">Riverbank Contractors Suite B 28045 Clemens Rd. Westlake, OH 44145 PH: 440-899-3100 FAX: 440-899-0500 (B, no hydraulic dredging)</p>	<p style="text-align: center;">Huffman Equip & Rental Unit #10 1662 East 361 Street East Lake, OH 44095 PH: 440-951-2770 FAX: 440-951-2797 (B, no hydraulic dredging)</p>
<p style="text-align: center;">E.S. Wagner Company 840 Patchen Rd. Oregon, OH 43616 PH: 419-691-8651 FAX: -691-0429 (C)</p>	<p style="text-align: center;">B Hill'z Excavating Inc. 8085 McCutchenville Rd. Wayne, OH 43466 PH: 419-288-2453 FAX: -288-2532 (C)</p>
<p style="text-align: center;">Faust Corporation P. O. Box 36598 Grosse Pt. Farms, MI 48236 PH: 313-381-0101 FAX: 313-381-9099 (C)</p>	<p style="text-align: center;">Wohlleb Socie Company 4528 290TH Street Toledo, OH 43611-1931 PH: 419-726-7141 FAX: 419-726-6571 (C)</p>
<p style="text-align: center;">Geo Gradel 957 Front St. Toledo, OH 43605 Ph: 419-691-7123 Fax: 419-691-0877 (B, no hydraulic dredging)</p>	<p style="text-align: center;">Luedtke Engineering Co. PO BOX 111 Frankfort, MI 49635 PH: 231-352-9631 FAX: 231-352-7178 (B, no hydraulic dredging)</p>

<p style="text-align: center;">Ryba Marine Suite 301 520 North Main Street Cheybogan, MI 49721-0265 PH: 231-627-4333 FAX: 231-627-4890 (C)</p>	<p style="text-align: center;">Durocher Dock & Dredge 958 North Huron Street Cheybogan, MI 49721 PH: 231-627-5633 FAX: 231-627-2646 (C)</p>
<p style="text-align: center;">MCM Marine Inc. 1065 E. Portage Ave. P. O. BOX 922 Sault Ste. Marie, MI 49783 PH: 906-632-4316 FAX: 906-632-7766 (D, mechanical and hydraulic)</p>	<p style="text-align: center;">King Company Inc. 13520 Barry Street Holland, MI 49424 PH: 616-399-1784 FAX: 616-399-0773 (D, hydraulic)</p>
<p style="text-align: center;">TNT Dredging 4196 Thornappleriver Dr. Grand Rapids, MI 49512 PH: 616-949-4777 FAX: 616-949-4829 (D, mechanical)</p>	<p style="text-align: center;">Andrie Inc. 561 East Western Ave. Muskegon, MI 49442 PH: 231-728-2226 FAX: 231-726-6747 (B, no hydraulic dredging)</p>
<p style="text-align: center;">Bayshore Contractors 301 Hoover Blvd. Suite 200 Holland, MI 49423 PH: 616-928-9012 FAX: 616-299-9101 (D, hydraulic)</p>	<p style="text-align: center;">Great Lakes Towing 1800 Terminal Tower 50 Public Square Cleveland, OH 44113 PH: 216-621-4854 or 216-961-7110 (emergency assistance)</p>
<p style="text-align: center;">Inland Waters of Ohio 2195 Drydock Ave. Cleveland, OH 44113 PH: 216-861-3949 or 800-869-3949 (industrial and environmental services)</p>	<p style="text-align: center;">South Shore Diving and Harbor Services 1184 East 61st St. Cleveland, OH 44103 PH: 216-426-0025 or 216-982-6872</p>

5.3.4 Senators and Congressional Representatives

The following provides contact information for the State of Ohio Senators and for Congressional Representatives from Ohio, Districts 10 and 11. The information is recent as of May 2006.

<p>Senator George Voinivich 1240 East 9th Street Room 3061 Cleveland, OH 44199 Phone: 216-522-7095 Fax: 216-522-7097</p>	<p>Senator Mike DeWine 600 East Superior Avenue Room 2450 Cleveland, OH 44114 Phone: 216-522-7272 Fax: 216-522-2239</p>
<p>Representative Dennis Kucinich Ohio, 10th District 14400 Detroit Avenue Lakewood, OH 44107 Phone: 216-228-8850 Fax: 216-228-6465</p>	<p>Representative Stephanie Tubbs-Jones Ohio, 11th District 3645 Warrensville Center Road, Suite 204 Shaker Heights, OH 44122 Phone: 216-522-4900 Fax: 216-522-4908</p>

5.4 EXAMPLE LANDOWNER NOTIFICATION LETTER

Below is an example of a Pre-Failure Notification Letter.

5.4.1 Pre-Failure Notification

SUBJECT: Potential for Bulkhead Failure along the Cuyahoga River, Cleveland, Ohio

Name of company or owner

Street address

Cleveland, Ohio 44101

Dear Landowner:

The purpose of this letter is to follow-up on a 1998 and 1999 study of bulkhead integrity along the Cuyahoga River; authorized and funded under Public Laws 100-202, 101-101, and the Water Resources Development Act of 1996 (Section 438). Specifically, the "Phase 1 Report, Cuyahoga River Bulkhead Study, Cleveland, Ohio" (January 1998, U.S. Army Corps of Engineers) and the "Summary Report, Cuyahoga River Bulkhead Study, Cleveland, Ohio" (April 1999, U.S. Army Corps of Engineers). Based on our field observations, there are several areas along both banks of the Cuyahoga River that need of repair. These reports characterize bulkheads in various states of condition: (1) excellent to very good, (2) good, (3) fair and (4) poor or failed. A bulkhead in a severe state of deterioration and has the potential for failure. Should the bulkhead suddenly fail, there is potential for blockage of navigation on the Cuyahoga River. This would have significant economic impacts to local shipping and industry for which the property owner could be held partially or wholly liable.

The U.S. Coast Guard, navigation interests, local industry and the U.S. Army Corps of Engineers are all very concerned about the possibility of a near-term collapse of a bulkhead and disruption to shipping for an indeterminate amount of time. If such a failure should occur because of disrepair, the U.S. Army Corps of Engineers may initiate action to correct the problem and if action is taken will seek reimbursement from the applicable property owner.

We recommend that you assess the condition of your section of bulkhead along the Cuyahoga River and if needed, proceed with the appropriate level of maintenance or repair.

Questions pertaining to this matter should be directed to me at (716) 879-4315, by writing to the following address: 1776 Niagara Street, Buffalo New York, 14207, or by e-mail at: kathy.m.griffin@usace.army.mil. Your cooperation in this matter is greatly appreciated.

Sincerely,

Kathy M. Griffin,

Chief, Operations Branch

Cc: USCG/State DOT/Cuyahoga County/City of Cleveland

ATTACHMENT 1

INCIDENT ACTION PLAN

1. Incident Name CUYAHOGA RIVER SHORELINE FAILURE	2. Operational Period to be covered by IAP (Date/Time) From: _____ To: _____	CG IAP COVER SHEET
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3. Approved by Incident Commander(s):

<u>ORG</u>	<u>NAME</u>
USCG _____	MSU CLEVELAND _____
USACE _____	CLEVELAND AREA OFFICE _____
_____	_____
_____	_____
_____	_____

INCIDENT ACTION PLAN

The items checked below are included in this Incident Action Plan:

- ICS 202-CG (Response Objectives) _____
- ICS 203-CG (Organization List) – OR – ICS 207-CG (Organization Chart) _____
- ICS 204-CGs (Assignment Lists)
One Copy each of ICS 204-CG:USCG & USACE _____
- ICS 205-CG (Communications Plan) _____
- ICS 206-CG (Medical Plan)
- ICS 208-CG (Site Safety Plan) or Note SSP Location _____
- Map/Chart
- Weather forecast / Tides/Currents

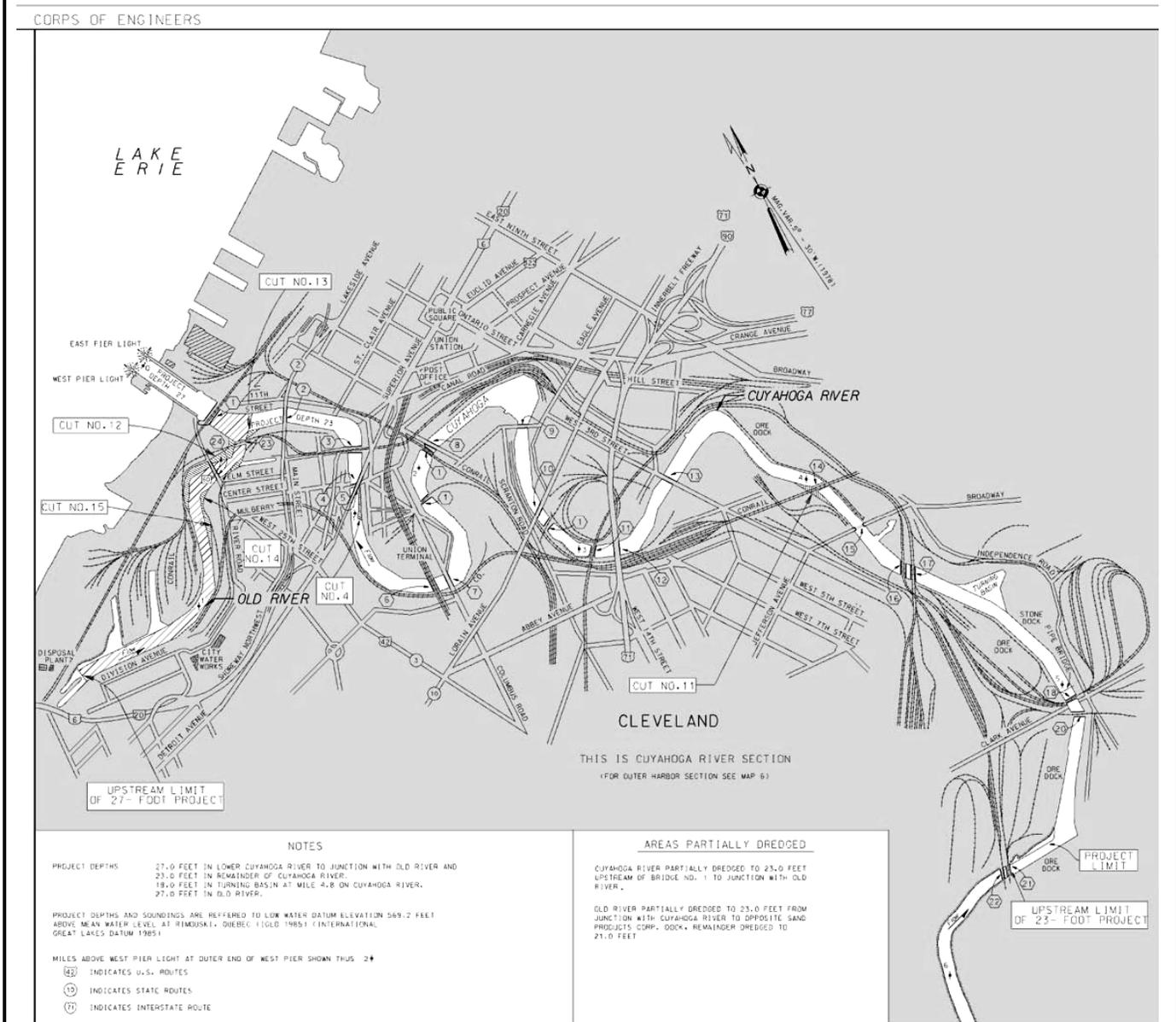
Other Attachments

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

4. Prepared by: _____	Date/Time _____
------------------------------	------------------------

1. Incident Name CUYAHOGA RIVER SHORELINE FAILURE	2. Prepared by: (name) Date: _____ Time: _____	INCIDENT BRIEFING ICS 201-CG
---	--	--

3. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, overflight results, trajectories, impacted shorelines, or other graphics depicting situational and response status)



4. Current Situation:

At _____ Received call of Bulkhead Shoreline Failure Cuyahoga River Mile Marker _____ by _____

Of _____ Phone Number _____

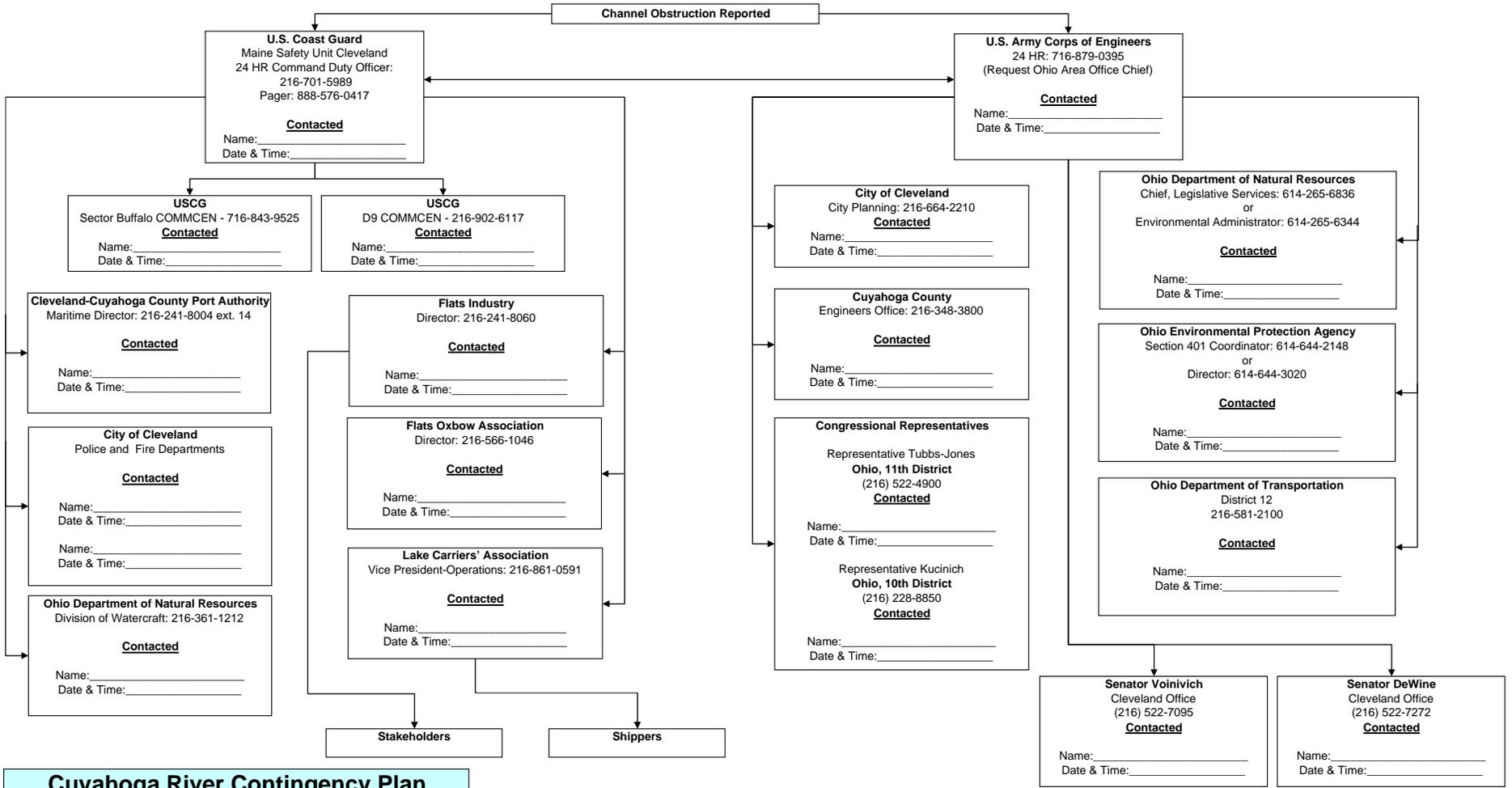
Contacted USACE Cleveland Area Office 216-685-1200 Name: _____ Date/Time: _____

Deployed MSU personnel to meet with USACE and investigate

Contacted & briefed MSU CO

Contacted & briefed Sector Buffalo - Name: _____ Date/Time: _____

Contacted & briefed D9 - Name: _____ Date/Time: _____



Cuyahoga River Contingency Plan
Notification Flowchart
 Appendix 5.2

1. Incident Name CUYAHOGA RIVER SHORELINE FAILURE	2. Operational Period (Date/Time) From: To:	INCIDENT OBJECTIVES ICS 202-CG
3. Objective(s) INITIAL ACTIONS -USACE: <ol style="list-style-type: none"> 1. Brief USACE Commander 2. Declare an emergency in the navigation channel to initiate continuing actions - USCG: <ol style="list-style-type: none"> 1. Brief USCG Commander 2. Address navigation safety – Creation of a Safety Zone; Notice to Mariners (NTM) - JOINT USACE/USCG <ol style="list-style-type: none"> 1. Deploy Joint USACE & USCG representatives to investigate the bulkhead failure and obstruction 2. Determine where, what and who is affected 3. Determine if there have been any casualties as a result of bulkhead failure CONTINUING ACTIONS -USACE: <ol style="list-style-type: none"> 1. Request funding from Headquarters 2. Contact Buffalo District Technical Services Division for Project Support to help determine exact extent of failure and the consequences of removal 3. Activate Corps or Contractor's Survey Crew and/or Floating Plant 4. Coordinate Storage, Disposal, and Environmental Permits 5. Public affairs coordination/support - USCG: <ol style="list-style-type: none"> 1. Ensure safe navigation of the Cuyahoga River and safety of the remediation/response operations 2. Providing additional support to remedial operations, including helping to define the exact extent of failure and what, if any, class of vessels can safely navigate the river 3. Provide public affairs support 4. Identify and initiate communications with the affected landowners and navigation users - JOINT USACE/USCG <ol style="list-style-type: none"> 1. Continue daily updates and communications FOLLOW-UP <ol style="list-style-type: none"> 1. Same as above 		
4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)\ <ol style="list-style-type: none"> 1. Ensure agency, industry all affected parties notifications 2. Conduct joint USACE/USCG investigations (Timely & Onsite) 3. Initiate Broadcast Notice to Navigation 4. Ensure Safe Navigation 5. Initiate repair and removal operations. 6. Keep Marine Industry Informed and updated. Approved Site Safety Plan Located at:		
5. Prepared by: (Planning Section Chief)		Date/Time

INCIDENT OBJECTIVES (ICS 202-CG)

Purpose. The Incident Objectives form describes the basic incident strategy, control objectives, command emphasis/priorities, and safety considerations for use during the next operational period.

Preparation. The Incident Objectives form is completed by the Planning Section following each Command and General Staff Meeting conducted in preparing the Incident Action Plan.

Distribution. The Incident Objectives form will be reproduced with the IAP and given to all supervisory personnel at the Section, Branch, Division/Group, and Unit levels. All completed original forms MUST be given to the Documentation Unit.

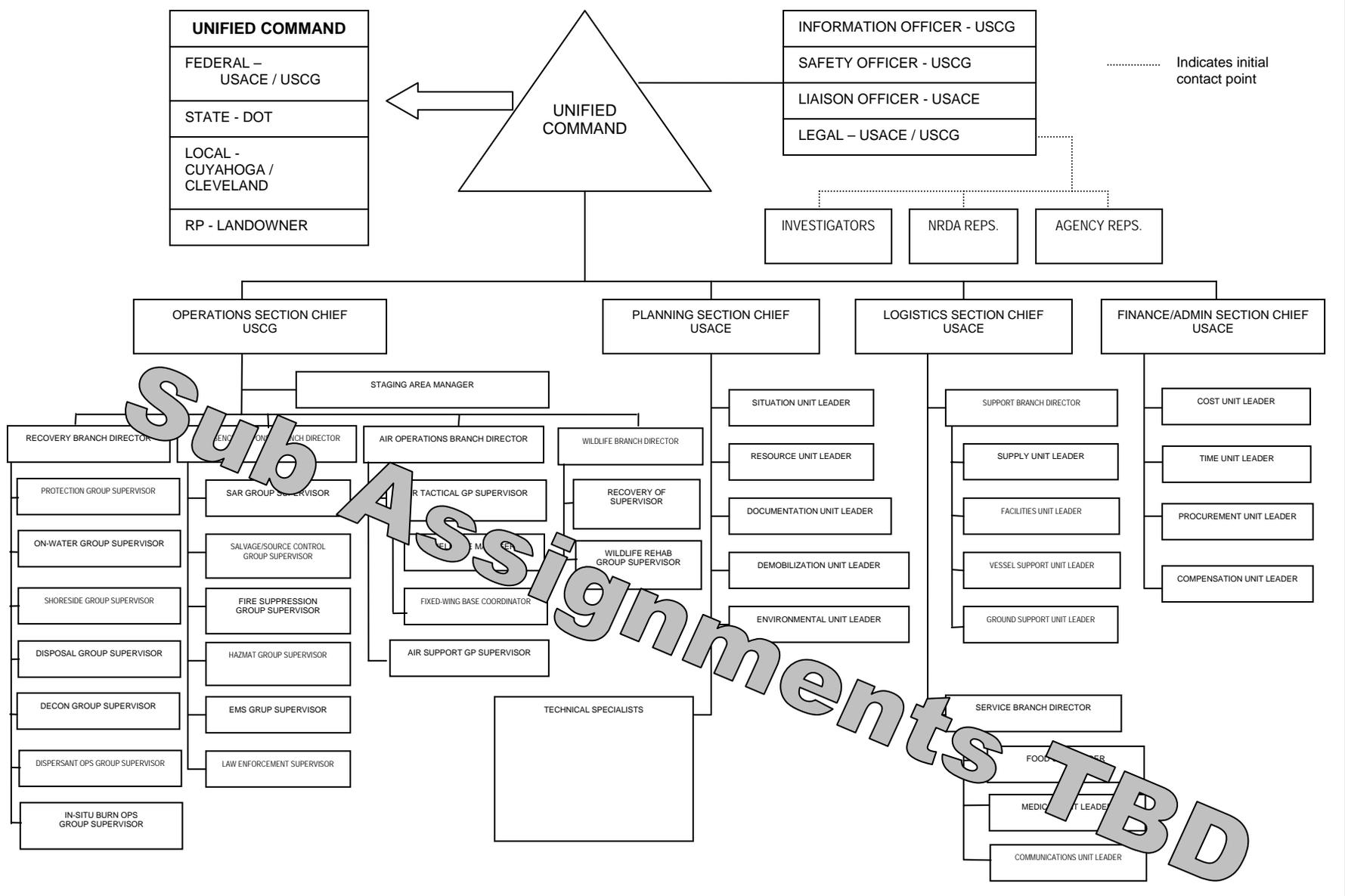
<u>Item #</u>	<u>Item Title</u>	<u>Instructions</u>
1.	Incident Name	Enter the name assigned to the incident.
2.	Operational Period	Enter the time interval for which the form applies. Record the start and end date and time.
3.	Objective(s)	Enter clear, concise statements of the objectives for managing the response. These objectives are for the incident response for this operational period and for the duration of the incident. Include alternatives.
4.	Operational Period Command Emphasis	Enter clear, concise statements for safety message, priorities, and key command emphasis/decisions/directions. Enter information such as known safety hazards and specific precautions to be observed during this operational period. If available, a safety message should be referenced and attached. At the bottom of this box, enter the location where approved Site Safety Plan is available for review.
5.	Site Safety Plan Prepared By Date/Time	Note location of the approved Site Safety Plan. Enter the name of the Planning Section Chief completing the form. Enter date (month, day, year) and time prepared (24-hour clock).

NOTE: ICS 202-CG, Incident Objectives, serves as part of the Incident Action Plan (IAP)

1. Incident Name
CUYAHOGA RIVER SHORELINE FAILURE

2. Operational Period (Date/Time)
From: To:

INCIDENT ORGANIZATION CHART ICS 207-CG



Note: Sub Assignments TBD

TO BE PREPARED AT TIME OF INCIDENT

1. Incident Name CUYAHOGA RIVER SHORELINE FAILURE		2. Operational Period (Date/Time) From: _____ To: _____		Assignment List ICS 204-CG
3. Branch US ARMY CORPS OF ENGINEERS		4. Division/Group/Staging		
5. Operations Personnel				
	Name	Affiliation	Contact # (s)	
Operations Section Chief: _____				
Branch Director: _____				
Division/Group Supervisor/STAM: _____				
6. Resources Assigned "X" indicates 204a attachment with additional instructions				
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# Of Persons	Reporting Info/Notes/Remarks
				<input type="checkbox"/>
7. Work Assignments				
8. Special Instructions				
9. Communications (radio and/or phone contact numbers needed for this assignment)				
<u>Name/Function</u>	<u>Radio: Freq./System/Channel</u>	<u>Phone</u>	<u>Cell/Pager</u>	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Emergency Communications				
Medical	_____	Evacuation	_____	Other
_____	_____	_____	_____	_____
10. Prepared by:	Date/Time	11. Reviewed by (PSC):	Date/Time	12. Reviewed by (OSC):
_____	_____	_____	_____	_____

TO BE PREPARED AT TIME OF INCIDENT

ASSIGNMENT LIST (ICS 204-CG)

Purpose. The Assignment List(s) informs Division and Group supervisors of incident assignments. Once the Unified Command and General Staff agree to the assignments, the assignment information is given to the appropriate Divisions and Groups.

Preparation. The Assignment List is normally prepared by the Resources Unit, using guidance from the Incident Objectives (ICS 202-CG), Operational Planning Worksheet (ICS 215-CG), and the Operations Section Chief. The Assignment List must be approved by the Planning Section Chief and Operations Section Chief. When approved, it is included as part of the Incident Action Plan (IAP). Specific instructions for specific resources may be entered on an ICS 204a-CG for dissemination to the field. A separate sheet is used for each Division or Group. The identification letter of the Division is entered in the form title. Also enter the number (roman numeral) assigned to the Branch.

Special Note. The Assignment List, ICS 204-CG submits assignments at the level of Divisions and Groups. The Assignment List Attachment, ICS 204a-CG shows more specific assignment information, if needed. The need for an ICS 204a-CG is determined by the Planning and Operations Section Chiefs during the Operational Planning Worksheet (ICS 215-CG) development.

Distribution. The Assignment List is duplicated and attached to the Incident Objectives and given to all recipients of the Incident Action Plan. In some cases, assignments may be communicated via radio/telephone/fax. All completed original forms MUST be given to the Documentation Unit.

<u>Item #</u>	<u>Item Title</u>	<u>Instructions</u>
1.	Incident Name	Enter the name assigned to the incident.
2.	Operational Period	Enter the time interval for which the form applies.
3.	Branch	Enter the Branch designator.
4.	Division/Group/Staging	Enter the Division/Group/Staging designator.
5.	Operations Personnel	Enter the name of the Operations Chief, applicable Branch Director, and Division Supervisor.
6.	Resources Assigned	Each line in this field may have a separate Assignment List Attachment (ICS 204a-CG). Enter the following information about the resources assigned to Division or Group for this period:
	Identifier	List identifier
	Leader	Leader name
	Contact Information	Primary means of contacting this person (e.g., radio, phone, pager, etc.). Be sure to include area code when listing a phone number.
	# Of Persons	Total number of personnel for the strike team, task force, or single resource assigned.
	Reporting Info/Notes/Remarks	Special notes or directions, specific to this strike team, task force, or single resource. Enter an "X" check if an Assignment List Attachment (ICS 204a-CG) will be prepared and attached. The Planning and Operations Section Chiefs determine the need for an ICS 204a-CG during the Operational Planning Worksheet (ICS 215-CG) development.
7.	Work Assignment	Provide a statement of the tactical objectives to be achieved within the operational period by personnel assigned to this Division or Group.
8.	Special Instructions	Enter a statement noting any safety problems, specific precautions to be exercised, or other important information.
9.	Communications	Enter specific communications information (including emergency numbers) for this division /group. If radios are being used, enter function (command, tactical, support, etc.), frequency, system, and channel from the Incident Radio Communications Plan (ICS 205-CG). Note: Phone numbers should include area code.
10.	Prepared By	Enter the name of the person completing the form, normally the Resources Unit Leader.
	Date/Time	Enter date (month, day, year) and time prepared (24-hour clock).
11.	Reviewed by (PSC)	Enter date (month, day, year) and time prepared (24-hour clock).
	Date/Time	Enter date (month, day, year) and time prepared (24-hour clock).
12.	Reviewed by (OSC)	Enter the name of the operations person reviewing the form, normally the Operations Section Chief.
	Date/Time	Enter date (month, day, year) and time prepared (24-hour clock).

TO BE PREPARED AT TIME OF INCIDENT

1. Incident Name CUYAHOGA RIVER SHORELINE FAILURE		2. Operational Period (Date/Time) From: _____ To: _____		Assignment List ICS 204-CG
3. Branch US COAST GUARD		4. Division/Group/Staging		
5. Operations Personnel				
	Name	Affiliation	Contact # (s)	
Operations Section Chief: _____				
Branch Director: _____				
Division/Group Supervisor/STAM: _____				
6. Resources Assigned "X" indicates 204a attachment with additional instructions				
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# Of Persons	Reporting Info/Notes/Remarks
				<input type="checkbox"/>
7. Work Assignments				
8. Special Instructions				
9. Communications (radio and/or phone contact numbers needed for this assignment)				
<u>Name/Function</u>	<u>Radio: Freq./System/Channel</u>	<u>Phone</u>	<u>Cell/Pager</u>	
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Emergency Communications				
Medical	_____	Evacuation	_____	Other
_____	_____	_____	_____	_____
10. Prepared by:	Date/Time	11. Reviewed by (PSC):	Date/Time	12. Reviewed by (OSC):
_____	_____	_____	_____	_____

TO BE PREPARED AT TIME OF INCIDENT

ASSIGNMENT LIST (ICS 204-CG)

Purpose. The Assignment List(s) informs Division and Group supervisors of incident assignments. Once the Unified Command and General Staff agree to the assignments, the assignment information is given to the appropriate Divisions and Groups.

Preparation. The Assignment List is normally prepared by the Resources Unit, using guidance from the Incident Objectives (ICS 202-CG), Operational Planning Worksheet (ICS 215-CG), and the Operations Section Chief. The Assignment List must be approved by the Planning Section Chief and Operations Section Chief. When approved, it is included as part of the Incident Action Plan (IAP). Specific instructions for specific resources may be entered on an ICS 204a-CG for dissemination to the field. A separate sheet is used for each Division or Group. The identification letter of the Division is entered in the form title. Also enter the number (roman numeral) assigned to the Branch.

Special Note. The Assignment List, ICS 204-CG submits assignments at the level of Divisions and Groups. The Assignment List Attachment, ICS 204a-CG shows more specific assignment information, if needed. The need for an ICS 204a-CG is determined by the Planning and Operations Section Chiefs during the Operational Planning Worksheet (ICS 215-CG) development.

Distribution. The Assignment List is duplicated and attached to the Incident Objectives and given to all recipients of the Incident Action Plan. In some cases, assignments may be communicated via radio/telephone/fax. All completed original forms MUST be given to the Documentation Unit.

<u>Item #</u>	<u>Item Title</u>	<u>Instructions</u>
1.	Incident Name	Enter the name assigned to the incident.
2.	Operational Period	Enter the time interval for which the form applies.
3.	Branch	Enter the Branch designator.
4.	Division/Group/Staging	Enter the Division/Group/Staging designator.
5.	Operations Personnel	Enter the name of the Operations Chief, applicable Branch Director, and Division Supervisor.
6.	Resources Assigned	Each line in this field may have a separate Assignment List Attachment (ICS 204a-CG). Enter the following information about the resources assigned to Division or Group for this period:
	Identifier	List identifier
	Leader	Leader name
	Contact Information	Primary means of contacting this person (e.g., radio, phone, pager, etc.). Be sure to include area code when listing a phone number.
	# Of Persons	Total number of personnel for the strike team, task force, or single resource assigned.
	Reporting Info/Notes/Remarks	Special notes or directions, specific to this strike team, task force, or single resource. Enter an "X" check if an Assignment List Attachment (ICS 204a-CG) will be prepared and attached. The Planning and Operations Section Chiefs determine the need for an ICS 204a-CG during the Operational Planning Worksheet (ICS 215-CG) development.
7.	Work Assignment	Provide a statement of the tactical objectives to be achieved within the operational period by personnel assigned to this Division or Group.
8.	Special Instructions	Enter a statement noting any safety problems, specific precautions to be exercised, or other important information.
9.	Communications	Enter specific communications information (including emergency numbers) for this division /group. If radios are being used, enter function (command, tactical, support, etc.), frequency, system, and channel from the Incident Radio Communications Plan (ICS 205-CG). Note: Phone numbers should include area code.
10.	Prepared By	Enter the name of the person completing the form, normally the Resources Unit Leader.
	Date/Time	Enter date (month, day, year) and time prepared (24-hour clock).
11.	Reviewed by (PSC)	Enter date (month, day, year) and time prepared (24-hour clock).
	Date/Time	Enter date (month, day, year) and time prepared (24-hour clock).
12.	Reviewed by (OSC)	Enter the name of the operations person reviewing the form, normally the Operations Section Chief.
	Date/Time	Enter date (month, day, year) and time prepared (24-hour clock).

1. Incident Name CUYAHOGA RIVER SHORELINE FAILURE		2. Operational Period (Date / Time) From: _____ To: _____		COMMUNICATIONS LIST ICS 205A-CG	
3. Basic Local Communications Information					
Assignment	Name	Method(s) of contact (radio frequency, phone, pager, cell #(s), etc.)			
US COAST GUARD	MSU CLEVELAND	24 HR: 216-701-5989			
US COAST GUARD	USCG SECTOR BUFFALO	COMMCEN - 716-843-9525			
US COAST GUARD	USCG D9 COMMCEN	COMMCEN - 216-902-6117			
US COAST GUARD	OHIO DNR DIVISON WATERCRAFT	CLEVELAND AREA SUPERVISOR - 216-361-1212			
US COAST GUARD	CLEVELAND-CUYAHOGA COUNTY PORT AUTHORITY	MARITIME DIRECTOR – 216-241-8004 EXT. 14			
US COAST GUARD	CITY OF CLEVELAND	DEPARTMENT OF PUBLIC SAFETY – DIRECTOR 216-664-3736			
US COAST GUARD	CITY OF CLEVELAND	DIVISION OF FIRE – CHIEF 216-664-6800			
US COAST GUARD	CITY OF CLEVELAND	DIVISION OF POLICE – CHIEF 216-623-5800			
US COAST GUARD	FLATS INDUSTRY	DIRECTOR – 216-241-8060			
US COAST GUARD	FLATS OXBOW ASSOCIATION	DIRECTOR – 216-566-1046			
US COAST GUARD	LAKE CARRIERS' ASSOCIATION	VP-OPERATIONS – 216-861-0591			
US COAST GUARD	CRSTF	AS PER CONTACT INFORMATION IN CRSTF MANUAL			
US ARMY CORPS ENGINEERS	CLEVELAND AREA OFFICE	216-685-1200			
US ARMY CORPS ENGINEERS	USACE COMMANDER BUFFALO	716-879-4315			
US ARMY CORPS ENGINEERS	CONGRESSIONAL & SENATE REPS				
US ARMY CORPS ENGINEERS	CONGRESSIONAL & SENATE REPS				
US ARMY CORPS ENGINEERS	CONGRESSIONAL & SENATE REPS				
US ARMY CORPS ENGINEERS	CONGRESSIONAL & SENATE REPS				
US ARMY CORPS ENGINEERS	OHIO DNR	CHIEF, LEGISLATIVE SERVICES – 614-265-6836 and/or ENVIRONMENTAL ADMINISTRATOR – 614-265-6344			
US ARMY CORPS ENGINEERS	OHIO EPA	SECTION 401 COORDINATOR – 614-644-2148 and/or DIRECTOR – 614-664-3020			
US ARMY CORPS ENGINEERS	OHIO DEPARTMENT OF TRANSPORTATION	ODOT DISTRICT 12 – 216-581-2100			
US ARMY CORPS ENGINEERS	NORTHEAST OHIO REGIONAL SEWER DISTRICT	216-641-6000 – 8AM – 4:30PM 216-641-3200 – AFTER HRS, HOLIDAYS, WEEKENDS			
US ARMY CORPS ENGINEERS	CITY OF CLEVELAND	DEPT. OF PUBLIC UTILITIES – 216-664-2444			
US ARMY CORPS ENGINEERS	CUYAHOGA COUNTY	ENGINEERS OFFICE – 216-348-380			
4. Prepared by: (Communications Unit)			Date / Time		
COMMUNICATIONS LIST			ICS 205a-CG (Rev. 07/04)		

COMMUNICATIONS LIST (ICS 205a-CG)

Special Note. This optional form is used in conjunction with the Incident Radio Communications Plan, ICS 205-CG. Whereas the ICS 205-CG is used to provide information on all radio frequencies down to the Division/Group level, the Communications List, ICS 205a-CG, lists methods of contact for personnel assigned to the incident (radio frequencies, phone numbers, pager numbers, etc.), and functions as an incident directory.

Purpose. The Communications List records methods of contact for personnel on scene.

Preparation. The Communications List can be filled out during check-in and is maintained and distributed by Communications Unit personnel.

Distribution. The Communications List is distributed within the ICS and posted, as necessary. All completed original forms MUST be given to the Documentation Unit.

<u>Item #</u>	<u>Item Title</u>	<u>Instructions</u>
1.	Incident Name	Enter the name assigned to the incident.
2.	Operational Period	Enter the time interval for which the form applies.
3.	Basic Local Comms Information	Enter the communications methods assigned and used for each assignment.
	Assignment Name	Enter the ICS Organizational assignment.
	Name	Enter the name of the contact person for the assignment.
	Method(s) of contact	Enter the radio frequency, telephone number(s), etc. for each assignment.
4.	Prepared By	Enter the name of the Communications Unit Leader preparing the form.
	Date/Time	Enter date (month, day, year) and time prepared (24-hour clock).

ATTACHMENT 2

SITE HEALTH AND
SAFETY PLAN

Site Safety and Health Plan

Table of Forms

FORM NAME	FORM #	USE	REQUIRED	OPTIONAL	ATTACHED?
Emergency Safety and Response Plan	A	Emergency response phase (uncontrolled)	X		
Site Safety Plan	B	Post-emergency phase (stabilized, cleanup)	X		
Site Map	C	Post-emergency phase map of site and hazards	X		
Emergency Response Plan	D	Part of Form B, to address emergencies	X		
Air Monitoring Log	E	To log air monitoring data	X*		
Personal Protective Equipment	F	To document PPE equipment and procedures	X*		
Decontamination	G	To document decon equipment and procedures	X*		
Site Safety Enforcement Log	H	To use in enforcing safety on site		X	
Worker Acknowledgement Form	I	To document workers receiving briefings		X	
Form A Compliance Checklist	J	To assist in ensuring HAZWOPER compliance		X	
Form B Compliance Checklist	K	To assist in ensuring HAZWOPER compliance		X	
Drum Compliance Checklist	L	To assist in ensuring HAZWOPER compliance		X	
Other:					

* Required only if function or equipment is used during a response

EMERGENCY SAFETY and RESPONSE PLAN	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Attachments: Attach MSDS for each Chemical												
5. <u>Organization</u> I/UC:	Safety: Group Supv: N/A	Entry Team:	Backup Team:	Decon Team:												
6. <u>Physical Hazards and Protection</u>	Confined Space <input type="checkbox"/> Noise <input type="checkbox"/> Heat Stress <input type="checkbox"/> Cold Stress <input type="checkbox"/> Electrical <input checked="" type="checkbox"/> Animal/Plant/Insect <input type="checkbox"/> Ergonomic <input type="checkbox"/> Ionizing Rad <input type="checkbox"/> Slips/Trips/Falls <input type="checkbox"/> Struck by <input type="checkbox"/> Water <input type="checkbox"/> Violence <input type="checkbox"/> Excavation <input type="checkbox"/> Biomedical waste and/or needles <input type="checkbox"/> Fatigue <input checked="" type="checkbox"/> Other (specify)															
Tasks & Controls	Entry Permit	Ventilate	Hearing Protection	Shoes (type)	Hard Hats	Clothing (cold wx)	Life Jacket	Work/Rest (hrs)	Fluids (amt/time)	Signs and Barricade	Fall Protect	Post Guards	Flash Protect	Work Gloves	Other	
7. Agent	Hazards Explosive <input type="checkbox"/> Flammable <input type="checkbox"/> Reactive <input type="checkbox"/> Biomedical <input type="checkbox"/> Toxic <input type="checkbox"/>		Radioactive <input type="checkbox"/> Carcinogen <input type="checkbox"/> Oxidizer <input type="checkbox"/> Corrosive <input type="checkbox"/> Specify Other:		Target Organs Eyes <input type="checkbox"/> Nose <input type="checkbox"/> Skin <input type="checkbox"/> Ears <input type="checkbox"/> Central Nervous System <input type="checkbox"/> Respiratory <input type="checkbox"/> Throat <input type="checkbox"/> Lungs <input type="checkbox"/> Heart <input type="checkbox"/> Liver <input type="checkbox"/> Kidney <input type="checkbox"/> Blood <input type="checkbox"/> Lungs <input type="checkbox"/> Circulatory <input type="checkbox"/> Gastrointestinal <input type="checkbox"/> Bone <input type="checkbox"/> Other:			Exposure Routes Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>			PPE Face Shield <input type="checkbox"/> Eyes <input type="checkbox"/> Gloves <input type="checkbox"/> Inner Suit <input type="checkbox"/> Splash Suit <input type="checkbox"/> Level A Suit <input type="checkbox"/> SCBA <input type="checkbox"/> APR <input type="checkbox"/> SAR <input type="checkbox"/> Cartridges <input type="checkbox"/> Fire Resistance <input type="checkbox"/>			Type of PPE _____ _____ _____ _____ _____ _____ _____ _____ _____		
8. <u>Instruments</u>	Action Levels	Chemical Name:	LEL/UEL %	Odor Thresh Ppm	Ceiling/IDLH	STEL/TLV	Flash Point/ Ignition Pt (F or C)	Vapor Pressure (mm)	Vapor Density	Specific Gravity	Boiling Point F or C					
O2 <input type="checkbox"/>	_____															
CGI <input type="checkbox"/>	_____															
Radiation <input type="checkbox"/>	_____															
Total HCs <input type="checkbox"/>	_____															
Colorimetric <input type="checkbox"/>	_____															
Thermal <input type="checkbox"/>	_____															
Other <input type="checkbox"/>	_____															
Form SSP-A:																
Page _____ of _____																

10. Site Map. Include: Work Zones, Locations of Hazards, Security Perimeter, Places of Refuge, Decontamination Line, Evacuation Routes, Assembly Point, Direction of North

11. <u>Decontamination:</u> Instrument Drop Off <input type="checkbox"/> Outer Boots/Glove Removal <input type="checkbox"/> Suit/Gloves/Boot Disposal <input type="checkbox"/>	Suit Wash <input type="checkbox"/> Decon Agent: Water <input type="checkbox"/> Other <input type="checkbox"/>	Bottle Exchange <input type="checkbox"/> Outer Suit Removal <input type="checkbox"/> Inner Suit Removal <input type="checkbox"/> SCBA/Mask Removal <input type="checkbox"/>	SCBA/Mask Rinse <input type="checkbox"/> Inner Glove Removal <input type="checkbox"/> Work Clothes Removal <input type="checkbox"/> Body Shower <input type="checkbox"/>	Intervening Steps <input type="checkbox"/> Specify:
---	---	--	---	---

12. <u>Potential Emergencies:</u> Fire <input type="checkbox"/> Explosion <input type="checkbox"/> Other <input type="checkbox"/>	Evacuation Alarms: Horn <input type="checkbox"/> # Blasts <input type="checkbox"/> Bells <input type="checkbox"/> #Rings <input type="checkbox"/> Radio Code <input type="checkbox"/> Other:	Emergency Prevention and Evacuation Procedures: Safe Distance:
--	--	---

13. <u>Communications:</u> Radio? <input type="checkbox"/> Phone? <input type="checkbox"/>	Command #:	Tactical #:	Entry #:
--	------------	-------------	----------

14. <u>Site Security:</u> Personnel Assigned	Procedures:	Equipment:
---	-------------	------------

15. <u>Emergency Medical:</u> Personnel Assigned	Procedures:	Equipment:
---	-------------	------------

16. <u>Prepared by:</u>	17. <u>Date/Time Briefed:</u>	Form SSP-A: Page of
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CG ICS SITE SAFETY PLAN (SSP) HAZARD ID/EVAL/CONTROL	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. Site Accessibility Land <input type="checkbox"/> Water <input type="checkbox"/> Air <input type="checkbox"/> Comments:	8. For Emergencies Contact:	9. Attachments: Attach MSDS for each Chemical
10. Job Task/Activity	Hazards* 	Potential Injury and Health Effects	Exposure Routes	<u>Controls</u> : Engineering, Administrative, PPE
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
11. Prepared By:	12. Date/Time Briefed:	* HAZARD LIST : Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, Diving		Form SSP-B: Page of

CG ICS SSP: SITE MAP	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. Site Accessibility Land <input type="checkbox"/> Water <input type="checkbox"/> Air <input type="checkbox"/> Comments:	8. For Emergencies Contact:	9. <u>Include</u> : - Work Zones - Security Perimeter - Decontamination Line - Locations of Hazards - Places of Refuge - Evacuation Routes
10. Sketch of Site:				
11. Prepared By:	12. Date/Time Briefed:	HAZARD LIST: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, Diving		Form SSP-C: Page of

CG ICS SSP: EMERGENCY RESPONSE PLAN	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Attachments: INCLUDE ICS FORM 206 and EMT Medical Response Procedures
9. Emergency Alarm (sound and location)	10. Backup Alarm (sound and location)	11. Emergency Hand Signals	12. Emergency Personal Protective Equipment Required:	
13. Emergency Notification Procedures		14. Places of Refuge (also see site map form 208B)	15. Emergency Decon and Evacuation Steps	16. Site Security Measures
17. Prepared By:	18. Date/Time Briefed:	HAZARD LIST: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, Diving		Form SSP-D: Page of

CG ICS SSP: AIR MONITORING LOG	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)	
5. Site Location	6. Hazards of Concern	7. Action Levels (include references):		8. Weather: Temperature: Precipitation: Wind: Relative Humidity: Cloud Cover:	
9. Instrument, ID Number Calibrated? Indicate below.	Monitoring Person Name(s)	Results (units)	Location	Time	Interferences and Comments
10. Safety Officer Review:	<u>Potential Health Effects:</u> Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, Eye Burning			Form SSP-E: Page of	

CG ICS SSP: DECONTAMINATION	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Hazard(s) Addressed:
9. Equipment:				10. References Consulted:
11. Contamination Avoidance Practices:	12. Decon Diagram			13. Decon Steps
14. Prepared By:	15. Date/Time Briefed:	<u>Potential Health Effects:</u> Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, Eye Burning		Form SSP-G: Page of

CG ICS SSP: ENFORCEMENT LOG	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)	
5. Supervisor/Leader	6. For Emergencies Contact:			7. Attachments:	
8. Job Task/Activity	Hazards	Deficiency	Action Taken	Safety Plan Amended?	Signature of Supervisor/Leader
9. Prepared By:	10. Date/Time Briefed:	HAZARD LIST: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, Diving			Form SSP-H: Page of

CG ICS Emergency Response Plan 1910.120 COMPLIANCE CHECKLIST	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Site Supervisor/Leader	5. Location of Site
Cite: 1910.120	Requirement(sections that duplicate or explain are omitted)		ICS Form	[4]	Comments
	(q)(1)	Is the plan in writing?	SSP-A	<input type="checkbox"/>	
	(1)	Is the plan available for inspection by employees?	N/A	<input type="checkbox"/>	Performance based
	(q)(2)(i)	Does the plan address pre-emergency planning and coordination?	SSP-A	<input type="checkbox"/>	
	(ii)	Does it address personnel roles?	SSP-A	<input type="checkbox"/>	
	(ii)	Does it address lines of authority?	SSP-A	<input type="checkbox"/>	
	(ii)	Does it address communications?	SSP-A	<input type="checkbox"/>	
	(iii)	Does it address emergency recognition?	SSP-A	<input type="checkbox"/>	
	(iii)	Does it address emergency prevention?	SSP-A	<input type="checkbox"/>	
	(iv)	Does it identify safe distances?	SSP-A	<input type="checkbox"/>	
	(iv)	Does it address places of refuge?	SSP-A	<input type="checkbox"/>	
	(v)	Does it address site security and control?	SSP-A	<input type="checkbox"/>	
	(vi)	Does it identify evacuation routes?	SSP-A	<input type="checkbox"/>	
	(vi)	Does it identify evacuation procedures?	SSP-A	<input type="checkbox"/>	
	(vii)	Does it address decontamination?	SSP-A	<input type="checkbox"/>	
	(viii)	Does it address medical treatment and first aid?	SSP-A	<input type="checkbox"/>	
	(ix)	Does it address emergency alerting procedures?	SSP-A	<input type="checkbox"/>	
	(ix)	Does it address emergency response procedures	SSP-A	<input type="checkbox"/>	
	(x)	Was the response critiqued?	N/A	<input type="checkbox"/>	Performance based
	(xi)	Does it identify Personal Protection Equipment?	SSP-A	<input type="checkbox"/>	
	(xi)	Does it identify emergency equipment?	SSP-A	<input type="checkbox"/>	
	(q)(3)(ii)	All the hazardous substances identified to the extent possible?	N/A	<input type="checkbox"/>	Performance based
	(ii)	All the hazardous conditions identified to the extent possible?	N/A	<input type="checkbox"/>	Performance based
	(ii)	Was site analysis addressed?	N/A	<input type="checkbox"/>	Performance based
	(ii)	Were engineering controls addressed?	N/A	<input type="checkbox"/>	Performance based
	(ii)	Were exposure limits addressed?	N/A	<input type="checkbox"/>	Performance based
	(ii)	Were hazardous substance handling procedures addressed?	N/A	<input type="checkbox"/>	Performance based
	(iii)	Is the PPE appropriate for the hazards identified?	N/A	<input type="checkbox"/>	Performance based
	(iv)	Is respiratory protection worn when inhalation hazards present?	N/A	<input type="checkbox"/>	Performance based
	(v)	Is the buddy system used in the hazard zone?	N/A	<input type="checkbox"/>	Performance based
	(vi)	Are backup personnel on standby?	N/A	<input type="checkbox"/>	Performance based
	(vi)	Are advanced first aid support personnel standing by?	N/A	<input type="checkbox"/>	Performance based
	(vii)	Has the ICS designated safety official been identified?	SSP-A	<input type="checkbox"/>	
	(vii)	Has the Safety Official evaluated the hazards?	N/A	<input type="checkbox"/>	Performance based
	(viii)	Can the Safety Official communicate with IC immediately?	N/A	<input type="checkbox"/>	Performance based
	(ix)	Are appropriate decontamination procedures implemented?	N/A	<input type="checkbox"/>	Performance based

CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Site Supervisor/Leader	5. Location of Site
Cite: 1910.120	Requirement(sections that duplicate or explain are omitted)		ICS Form	[4]	Comments
(b)(1)(ii)(A)	Organizational structure?		203	<input type="checkbox"/>	
(B)	Comprehensive workplan?		IAP	<input type="checkbox"/>	Incident Action Plan
(C)	Site Safety Plan?		SSP-B	<input type="checkbox"/>	
(D)	Safety and health training program?		N/A	<input type="checkbox"/>	Responsibility of each employer
(E)	Medical surveillance program?		N/A	<input type="checkbox"/>	Responsibility of each employer
(F)	Employer SOPs?		N/A	<input type="checkbox"/>	Responsibility of each employer
(G)	Written program related to site activities?		N/A	<input type="checkbox"/>	
(b)(1)(iii)	Site excavation meets shored or slope requirements in 1926?		N/A	<input type="checkbox"/>	
(b)(2)(i)(D)	Lines of communication?		201 203 205	<input type="checkbox"/>	
(b)3(iv)	Training addressed?		N/A	<input type="checkbox"/>	Responsibility of each employer
(v)-(vi)	Information and medical monitoring addressed?		N/A	<input type="checkbox"/>	Responsibility of each employer
(b)4(i)	Site Safety Plan kept on site?		N/A	<input type="checkbox"/>	
(ii)(A)	Safety and health hazard analysis conducted?		N/A	<input type="checkbox"/>	
(B)	Properly trained employees assigned to right jobs?		N/A	<input type="checkbox"/>	
(C)	Personnel Protective Equipment issues addressed?		SSP-F	<input type="checkbox"/>	
(E)	Frequency and types of air monitoring addressed?		SSP-E	<input type="checkbox"/>	
(F)	Site control measures in place?		SSP-B	<input type="checkbox"/>	
(G)	Decontamination procedures in place?		SSP-G	<input type="checkbox"/>	
(H)	Emergency Response Plan in place?		SSP-D	<input type="checkbox"/>	
(I)	Confined space entry procedures?		SSP-B	<input type="checkbox"/>	
(J)	Spill containment program		SSP-B	<input type="checkbox"/>	
(iii)	Pre-entry briefings conducted?		SSP-I	<input type="checkbox"/>	
(iv)	Site Safety Plan effectiveness evaluated?		SSP-H	<input type="checkbox"/>	
(c)(1)	Site characterization done?		N/A	<input type="checkbox"/>	
(c)(2)	Preliminary evaluation done by qualified person?		N/A	<input type="checkbox"/>	
(c)(3)	Hazard identification performed?		SSP-B	<input type="checkbox"/>	
(c)(4)(i)	Location and size of site identified?		SSP-B	<input type="checkbox"/>	
(ii)	Response activities, job tasks identified?		SSP-B	<input type="checkbox"/>	
(iii)	Duration of tasks identified?		SSP-B	<input type="checkbox"/>	Operational period
(iv)	Site topography and accessibility addressed?		SSP-C	<input type="checkbox"/>	
(v)	Health and safety hazards addressed?		SSP-B	<input type="checkbox"/>	
(vi)	Dispersion pathways addressed?		SSP-B	<input type="checkbox"/>	
(vii)	Status and capabilities of medical emergency response teams?		206	<input type="checkbox"/>	
(c)(5)(i)(iv)	Chemical protective clothing addressed and properly selected?		SSP-F	<input type="checkbox"/>	
(ii)	Respiratory protection addressed?		SSP-B and F	<input type="checkbox"/>	
(iii)	Level B used for unknowns?		N/A	<input type="checkbox"/>	
(c)(6)(i)	Monitoring for ionization conducted?		SSP-E	<input type="checkbox"/>	
(ii)	Monitoring conducted for IDLH conditions?		SSP-E	<input type="checkbox"/>	
(iii)	Personnel looking out for dangers of IDLH environments?		N/A	<input type="checkbox"/>	
(iv)	Ongoing air monitoring program in place?		SSP-E	<input type="checkbox"/>	

CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST	1. Incident Name	2. Date/Time Prepared	3. Operational Period	
Cite: 1910.120	Requirement	ICS Form	[4]	Comments
	(c)(7) Employees informed of potential hazard occurrence?	SSP-B	<input type="checkbox"/>	
	(c)(8) Properties of each chemical made aware to employees?	SSP-B	<input type="checkbox"/>	
	(d)(1) Appropriate site control procedures in place?	IAP, SSP-B	<input type="checkbox"/>	
	(d)(2) Site control program developed during planning stages?	IAP, SSP-B	<input type="checkbox"/>	
	(d)(3) Site map, work zones, alarms, communications addressed?	IAP, SSP-B	<input type="checkbox"/>	
	(g)(1)(i) Engineering, admin controls considered?	SSP-B	<input type="checkbox"/>	
	(iii) Personnel not rotated to reduce exposures?	N/A	<input type="checkbox"/>	
	(g)(5)(i) PPE selection criteria part of employer's program?	N/A	<input type="checkbox"/>	Responsibility of employer
	(ii) PPE use and limitations identified?	SSP-F	<input type="checkbox"/>	
	(iii) Work mission duration identified?	SSP-F	<input type="checkbox"/>	
	(iv) PPE properly maintained and stored?	N/A	<input type="checkbox"/>	Responsibility of employer
	(vi) Are employees properly trained and fitted with PPE?	N/A	<input type="checkbox"/>	Responsibility of employer
	(vii) Are donning and doffing procedures identified?	SSP-F	<input type="checkbox"/>	
	(viii) Are inspection procedures properly identified?	SSP-F	<input type="checkbox"/>	
	(ix) Is a PPE evaluation program in place?	SSP-F	<input type="checkbox"/>	
	(h) (3) Periodic monitoring conducted?	SSP-E	<input type="checkbox"/>	
	(k)(2)(i) Have decontamination procedures been established?	SSP-G	<input type="checkbox"/>	
	(ii) Are procedures in place for contamination avoidance?	SSP-G	<input type="checkbox"/>	
	(iii) Is personal clothing properly decontaminated prior to leaving the site?	SSP-G	<input type="checkbox"/>	
	(iv) Are decontamination deficiencies identified and corrected?	SSP-H	<input type="checkbox"/>	
	(k)(3) Are decontamination lines in the proper location?	SSP-C	<input type="checkbox"/>	
	(k)(4) Are solutions/equipment used in decon properly disposed of?	N/A	<input type="checkbox"/>	
	(k)(6) Is protective clothing and equipment properly secured?	N/A	<input type="checkbox"/>	
	(k)(7) If cleaning facilities are used, are they aware of the hazards?	N/A	<input type="checkbox"/>	
	(k)(8) Have showers and change rooms provided, if necessary?	N/A	<input type="checkbox"/>	
	(l)(1)(iii) Are provisions for reporting emergencies identified?	SSP-D	<input type="checkbox"/>	
	(iv) Are safe distances and places of refuge identified?	SSP-B and C	<input type="checkbox"/>	
	(v) Site security and control addressed in emergencies?	SSP-D	<input type="checkbox"/>	
	(vi) Evacuation routes and procedures identified?	SSP-D	<input type="checkbox"/>	
	(vii) Emergency decontamination procedures developed?	SSP-D	<input type="checkbox"/>	
	(ix) Emergency alerting and response procedures identified?	SSP-D	<input type="checkbox"/>	
	(x) Response teams critiqued and followup performed?	SSP-H	<input type="checkbox"/>	
	(xi) Emergency PPE and equipment available?	SSP-D	<input type="checkbox"/>	
	(l)(3)(i) Emergency notification procedures identified?	SSP-D	<input type="checkbox"/>	
	(ii) Emergency response plan separate from Site Safety Plan?	SSP-D	<input type="checkbox"/>	
	(iii) Emergency response plan compatible with other plans?	SSP-D	<input type="checkbox"/>	
	(iv) Emergency response plan rehearsed regularly?	SSP-D	<input type="checkbox"/>	
	(v) Emergency response plan maintained and kept current?	SSP-H	<input type="checkbox"/>	
	1910.165(b)(2) Can alarms be seen/heard above ambient light and noise levels?	N/A	<input type="checkbox"/>	
	(b)(3) Are alarms distinct and recognizable?	N/A	<input type="checkbox"/>	

CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST	1. Incident Name	2. Date/Time Prepared	3. Operational Period		
Cite: 1910.165	Requirement		ICS Form	[4]	Comments
(b)(4)	Are employees aware of the alarms and are they accessible?		SSP-D	<input type="checkbox"/>	
(b)(5)	Are emergency phone numbers, radio frequencies clearly posted?		206	<input type="checkbox"/>	
(b)(6)	Signaling devices in place where there are 10 or more workers?		IAP	<input type="checkbox"/>	
(c)(1)	Are alarms like steam whistles, air horns being used?		IAP	<input type="checkbox"/>	
(d)(3)	Are backup alarms available?		IAP	<input type="checkbox"/>	
1910.120(m)	Are areas adequately illuminated?		IAP	<input type="checkbox"/>	
(n)(1)(i)	Is an adequate supply of potable water available?		IAP	<input type="checkbox"/>	
(ii)	Are drinking water containers equipped with a tap?		IAP	<input type="checkbox"/>	
(iii)	Are drinking water containers clearly marked?		IAP	<input type="checkbox"/>	
(iv)	Is a drinking cup receptacle available and clearly marked?		IAP	<input type="checkbox"/>	
(n)(2)(i)	Are non-potable water containers clearly marked?		IAP	<input type="checkbox"/>	
(n)(3)(i)	Are their sufficient toilets available?		IAP	<input type="checkbox"/>	
(n)(4)	Have food handling issues been addressed?		IAP	<input type="checkbox"/>	
(n)(6)	Have adequate wash facilities been provided outside hazard zone?		IAP	<input type="checkbox"/>	
(n)(7)	If response is greater than 6 months, have showers been provided?		IAP	<input type="checkbox"/>	
4. Prepared By:				Form SSP-K: Page 3	

CG ICS SSP: 1910.120 DRUM COMPLIANCE CHECKSHEET	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)		
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Note: <u>tanks and vaults</u> should also be treated in the same manner as described below [1910.120(j)(9)]. Many can also pose confined space hazards.		
9. Cite: 1910.120 (Cites that duplicate or explain requirements are omitted)	Requirement			[4]	Comments	
	(j)(1)(ii)	Drums meet DOT, OSHA, EPA regs for waste they contain, including shipment?			<input type="checkbox"/>	
	(iii)	Drums inspected and integrity ensured prior to movement?			<input type="checkbox"/>	
	(iii)	Or drums moved to an accessible location (staging area) prior to movement?			<input type="checkbox"/>	
	(iv)	Unlabelled drums treated as unknown until properly identified and labeled?			<input type="checkbox"/>	
	(v)	Site activities organized to minimize drum handling?			<input type="checkbox"/>	
	(vi)	Employers properly warned about the hazards of moving and handling drums?			<input type="checkbox"/>	
	(vii)	Suitable overpack drums are available for addressing leaking and ruptured drums?			<input type="checkbox"/>	
	(viii)	Leaking materials from drums properly contained?			<input type="checkbox"/>	
	(ix)	Are drums that cannot be moved, emptied of contents with transfer equipment?			<input type="checkbox"/>	
	(x)	Are suspect buried drums surveyed with underground detection system?			<input type="checkbox"/>	
	(xi)	Are soil and covering material above buried drums removed with caution?			<input type="checkbox"/>	
	(xii)	Is the proper extinguishing equipment on scene to control incipient fires?			<input type="checkbox"/>	
	(j)(2)(i)	Are airlines on supplied air systems protected from leaking drums?			<input type="checkbox"/>	
	(ii)	Are employees at a safe distance, using remote equipment, when handling explosive drums?			<input type="checkbox"/>	
	(iii)	Are explosive shields in place to protect workers opening explosive drums?			<input type="checkbox"/>	
	(iv)	Is response equipment positioned behind shields when shields are used?			<input type="checkbox"/>	
	(v)	Are non-sparking tools used in flammable or potentially flammable atmospheres?			<input type="checkbox"/>	
	(vi)	Are drums under extreme pressure opened slowly & workers protected by shields/distance?			<input type="checkbox"/>	
	(vii)	Are workers prohibited from standing and working on drums?			<input type="checkbox"/>	
	(j)(3)	Is the drum handling equipment positioned and operated to minimize sources of ignition?			<input type="checkbox"/>	
	(j)(5)(i)	For shock sensitive drums, have all non-essential employees been evacuated?			<input type="checkbox"/>	
	(ii)	For shock sensitive drums: is handling equipment provided with shields to protect workers?			<input type="checkbox"/>	
	(iii)	Are alarms that announce start/finish of explosive drum handling actions in place?			<input type="checkbox"/>	
	(iv)	Are continuous communications in place between the drum handling site & command post?			<input type="checkbox"/>	
	(v)	Are drums under pressure properly controlled for prior to handling?			<input type="checkbox"/>	
	(vi)	Are drums containing packaged laboratory wastes treated as shock sensitive?			<input type="checkbox"/>	
	(j)(6)(i)	Are lab packs opened by trained and experienced personnel?			<input type="checkbox"/>	
	(ii)	Are lab packs showing crystallization treated as shock sensitive?			<input type="checkbox"/>	
	(j)(8)(ii-iii)	Are drum staging areas manageable with marked access and egress?			<input type="checkbox"/>	
	(iv)	Is bulking of drums conducted only after drum contents have been properly identified?			<input type="checkbox"/>	
10. Prepared By:				Form SSP-L:		