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EP/0720/Circular

Chairman NOSDCP Circular No.4/ 2015

07 Sep 2015

Subject: Amendment 1/2015 to the NOSDCP – Revised *Pro forma* for Annual Returns on Preparedness for Oil Spill Response and Joint Inspection

1. The Indian Coast Guard is designated as the Central Coordinating Authority for combating oil spills in Indian waters and undertakes oil spill prevention and control measures besides maintaining the National Oil Spill Disaster Contingency Plan, or NOSDCP.
2. As per the NOSDCP 2015, every plan holder is required to submit an annual return of preparedness for oil spill response. The *pro forma* of the annual return is prescribed at Appendix E7 to NOSDCP 2015. Further, the preparedness of ports and oil handling agencies is inspected periodically by the Coast Guard jointly with the concerned statutory authority and the report on inspections is rendered in the *pro forma* prescribed at Appendix G to NOSDCP 2015.
3. With immediate effect, a common, revised *pro forma* will be utilized for rendering the annual returns and the report on inspections. The revised *pro forma*, 'Appendix E7/G.Rev.1' is at Annexure.
4. This is issued with the approval of the Director General Indian Coast Guard.

(AA Hebbar)
Dy Inspector General
Principal Director (Environment)

Annexure: Appendix E7/G.Rev.1 to NOSDCP 2015

E7/G.Rev.1

**Pro forma for Annual Returns on Preparedness
for Oil Spill Response and Joint Inspection**

Appendix E7/G.Rev.1 to NOS-DCP 2015
(Para 4.7 & 4.9 refers)

MAIN PARTICULARS						
1.	Name *					
2.	Place *					
3.	Head of Agency *					
4.	Head of HSE *					
OIL HANDLING INFORMATION						
5.	Total quantity handled *					
6.	Oil handling jetties	S/ no.	1	2	3	4
		Jetty				
		Length (m)				
7.	No. of SPM's (if any)					
8.	Average no. of Ships handled		Daily	Weekly	Monthly	Annually
9.	Other oil facilities					
OIL SPILL RESPONSE ORGANISATION						
10.	Chief incident Controller					
11.	Site Incident Controller(s) *	1*				
		2				
		3				
		4				
12.	Administration & Communication Coordinator					
13.	Support Services	Human Resource Services Coordinator				
Logistics Service Coordinator						
Media and Public Relation Coordinator						
Operations and Technical Coordinator						
Environmental and Scientific Coordinator						
16.	Training	Date	No of participants	Nature of training and brief remarks		
19.	Mock drills and exercises	Date	Scale/ level of exercise/ drill	Agency conducting exercise	No. of participants	Agencies participated
STATUS OF CONTINGENCY PLAN						
20.	Plan date *					
21.	Plan approval date					
22.	Plan last resubmission date					
23.	Date of last revision					
24.	Remarks on status					

ASSESSMENT OF CONTINGENCY PLAN						
25	Has there been a realistic assessment of	<div>the nature and size of the possible threat?</div> <div>the resources at risk?</div> <div>the probable movement of oil spill?</div>				
26	Have priorities for protection been agreed?					
27	Has strategy for protecting and cleaning the various areas been agreed and clearly explained?					
28	Has the necessary organisation been outlined and the responsibilities of all those involved been clearly stated with no 'Grey areas'?					
29	Will all who have a task to perform be aware of what is expected of them?					
30	Are the levels of following sufficient to deal with the anticipated size of spill?	<div>Equipment?</div> <div>Materials?</div> <div>Manpower?</div>				
	If not	<div>have back-up resources been identified?</div> <div>have mechanisms for obtaining their release and entry to the country been established?</div>				
31	Have the following been identified for collected oil and debris?	<div>temporary storage sites</div> <div>final disposal routes</div>				
32	Are the alerting and initial evaluation procedures fully explained?					
33	Are the arrangements for continual review of the progress and effectiveness of the clean-up operation fully explained?					
34	Have arrangements for ensuring effective communication been described?					
35	Have all aspects of the plan been tested and nothing significant found lacking?					
36	Is the plan compatible with plans for adjacent areas and other activities?					
RESOURCES AT RISK IN WORST CASE SCENARIO						
37	Environment	Coral reefs (m ²)	Swamps/ marshes (m ²)	Fish/ spawning grounds (m ²)	Bird breeding/ flocking areas (m ²)	Estuaries (m ²)
38	Commercial	Agricultural land (km ²)	Fish farms (m ²)	Aquaculture farms (m ²)	Water intakes (Name & no)	Salt Pans (m ²)
39	Plankton	Marine mammals		Sheltered shoreline	Shallow sub- tidal	
40	Recreational	Tourist beaches (Names)		Amenity beaches (Names)	Bathing beaches (Names)	Pilgrimage beaches (Names)
41	Wildlife and forest	Mangroves (m ²)	Endangered Species (names)	Marine National parks (m ²)	Wild life habitats parks (m ²)	

RESPONSE RESOURCES					
42.	Containment equipment *	Description	Length	Quantity (no.)	Operational status
43.	Recovery equipment *	Description	Capacity	Quantity (no.)	Operational status
44.	Temporary storage facility *	Description	Capacity	Quantity (no.)	Operational status
45.	OSD spraying system *	Description		Quantity (no.)	Operational status
46.	Oil spill dispersant	Make		Quantity (liters.)	Expiry date
47.	Shoreline response equipment	Description (if applicable)	Capacity	Quantity (no.)	Operational status
TRAINED RESPONDERS					
48.	IMO OPRC level 1 Trained Responders *	Name	Designation	Contact no.	Date of certificate
49.	IMO OPRC level 2 Trained Responders				
50.	Oil spill response craft	Craft name	Description	Response capability	
Please fill particulars at SI 42-46					

EXTERNAL RESOURCES

51.	OSRO particulars	Operator name		
		Address		
		Phone no.		
		Fax no.		
		E-mail		
		Engagement expiry date		
		Equipment on hire	Yes/No	Please fill particulars at Sl. 42-47
		Trained responders on hire	Yes/No	Please fill particulars at Sl. 48-49
		Manpower on call	Yes/No	Please fill particulars at Sl. 48-49
		Craft on hire	Yes/No	Please fill particulars at Sl. 50

52.	MoU details (if any)	
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FUTURE PLAN

53.	Proposed jetty/ terminal/ SPM	
	Proposed acquisition of response equipment	

CERTIFICATION

(To be certified personally by an officer not below the post of Deputy Conservator of a port facility or the Installation Manager of an oil installation, or offshore installation, or equivalent legally responsible authority)

55.	Certified By	Name	
		Designation	
		Contact No.	
		Mobile No.	
		Fax No.	
		Email Id.	
		Date	

INTERACTION WITH AUTHORITIES RELEVANT FOR SPILL MANAGEMENT

56.	Interaction Date	Official interacted with	Brief outcome of interaction

COMMENTS

(for Coast Guard Use Only)

		(Check relevant box)			
		Unsatisfactory	Satisfactory	Very Satisfactory	
57.	Response Preparedness				
58.	Efficiency				
59.	Adequacy	Equipment handling			
		Equipment			
		Trained Manpower			
		Crafts and vessels			
		Infrastructure			
	Support				
60.	Overall assessment				
61.	Final assessment comments				

Name	Designation	Signature
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Date

Note: (*) Required field mandatory