

DISPOSAL GROUP SUPERVISOR JOB AID

Position: Disposal Group Supervisor

Section: Operations Section

Mission:

To implement branch's portions of the Incident Action Plan pertaining to disposal of all waste streams generated by response to a release of pollutants and/or to monitor waste disposal by the Responsible Party to ensure compliance with conditions applied.

Duties:

- Report to the Protection and Recovery Branch director to assist in identifying equipment, services and personnel requirements for waste management in accordance with the Incident Action Plan.
 - Identify leaders for field crews and inform them of their responsibilities.
 - Review assignment lists (ICS 204).
 - Coordinate activities with other operation groups.
 - Assign specific work tasks to strike team/task force leaders.
 - Inform all leaders of reporting relationships, communication procedures, and safety requirements.
 - Prepare equipment acquisition forms for additional equipment and/or manpower.
 - Prepare shift-rotation schedules, de-briefing meetings, and crew logs for team/task force leaders.
 - Participate in developing branch plans for next operational period.
 - Submit situation and resource status information to branch director.
 - Report special occurrences or events such as accidents or sickness.
 - Address logistics issues for the transportation, feeding, and care of field workers.
 - Maintain unit/activity log (ICS form 214).
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