

SPILL DEMOBILIZATION PLAN

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 Operations Section Chief
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 Logistics Section Chief
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RESOURCES FOR DEMOBILIZATION
GENERAL PLAN FOR DEMOBILIZATION

Project Name: _____ Spill

Project Date: _____

FOSC: _____

SOSC: _____

RPIC: _____

Prepared By: _____, Operations Section Chief

General Information

Personnel and Equipment will be demobilized from the incident in accordance with this plan.

Demobilization is an orderly and cost effective process for the release and return of all response resources and personnel to their respective home destinations.

The demobilization of the resources and personnel from the _____ incident is a team effort involving all personnel working on the incident. It is the responsibility of the Planning Section Chief to ensure that a systematic plan is established and implemented by the Demobilization Unit. This demobilization plan will be implemented upon approval of the Unified Command.

Resources no longer required for the response to the incident will be demobilized as rapidly as is feasible. They will be released in the following general priority.

Priority I -- Resources required to be returned to emergency services.

Priority II -- Resources mobilized from off-site

Priority III -- Local resources

A Demobilization Check-Out Form will be used to facilitate the process and to provide resource accountability. As resources are identified which are available for demobilization, the demobilization form will be initiated by the section chief responsible for that resource. The Check-Out Form will then be reviewed by the Operations Section Chief and the Planning Section Chief to verify that the resource is not planned for another task. After their approval and the communicating to the Unified Command the intended reduction in resources, the resource will be demobilized from the incident. The

RP Planning Section Chief will be responsible for distribution of information of released resources to other sections.

Personnel:

- ❑ As appropriate, personnel demobilizing from the incident should check with their OSRO, RP or Agency logistics contact for return of the radios, vehicles, materials, etc., that have been issued to them for use on the incident.
- ❑ When necessary, notify their respective OSRO, RP or Agency Logistics of their checkout from hotel/accommodations.
- ❑ Direct all persons who maintained incident documentation during the event to provide copies to the Documentation Unit Leader for file.

Equipment:

- ❑ Rental Vehicles – Clean out and refuel. Return to OSRO, Agency, or appropriate rental company if individually rented.
- ❑ Contractor equipment, as required, will be decontaminated at the appropriate decontamination facility. Once decontamination is completed the equipment will be returned to the contractor/owner.
- ❑ Local equipment will be the responsibility of the contractor to remove from the site upon signing the demobilization checkout form.
- ❑ Resources requiring transport from _____ to other locations will be coordinated through Operations and Logistics. Resources will normally be transported via the most cost effective means as appropriate.
- ❑ Agency equipment, as required, will be decontaminated at the appropriate decontamination facility. Agency equipment will then be returned to the appropriate agency and transportation support will be provided by logistics as necessary.

RESPONSIBILITIES:

Command:

- ❑ Approve overall Demobilization Plan
- ❑ Approve Release of Resources

Operation Section Chief:

- ❑ Identify surplus section personnel and equipment resources for release.
- ❑ Notify Planning Section Chief of surplus personnel and equipment resources ready for demobilization
- ❑ Provide required paperwork and information
- ❑ Demobilize Section when appropriate

Planning Section Chief:

- ❑ Demobilization Plan development, initiation and implementation.
- ❑ Review all demobilization requests with Operations Section Chief against overall response plan to ensure appropriateness for release from incident.
- ❑ Request/Receive approval from Unified Command for release of resources.
- ❑ Identify adequate section personnel and resources required to implement Demobilization Plan.

- ❑ Identify surplus section personnel and resources for release and demobilization.
- ❑ Provide required paperwork and information to Documentation Unit for inclusion in the final incident document.
- ❑ Demobilize Section when appropriate.

Logistics Section Chief:

- ❑ Identify adequate section personnel and equipment resources required to implement demobilization plan
- ❑ Identify surplus section personnel and resources for demobilization.
- ❑ Notify Planning Section Chief of surplus personnel and resources for demobilization.
- ❑ Provide transportation for personnel and resources being demobilized as necessary.
- ❑ Coordinate ETA's of released personnel and equipment resources with owners.
- ❑ Provide paperwork and information to Documentation Unit Leader for record file.
- ❑ Demobilize Section when appropriate.

Finance Section Chief:

- ❑ Identify adequate section personnel and resources required to implement Demobilization Plan.
- ❑ Identify surplus section personnel and resources for demobilization.
- ❑ Notify Planning Section Chief of surplus personnel and resources available for demobilization.
- ❑ Provide required paperwork and information to Documentation Unit Leader for record file.

Resources for Demobilization

The following resources will be required to implement the Demobilization Plan:

- | | |
|------------|---|
| Personnel: | (1) Planning Section Chief
(1) Documentation Unit Leader
(1) Operations Section Chief
(1) Boat Decontamination Supervisor
(1) Boom Decontamination Supervisor
(#) Laborers |
| Equipment: | (#) Decon Pools
(#) Skiffs
(#) Forklift
(#) Pressure Washers
Miscellaneous cleaners and expendable gear |

A general plan for the demobilization of this incident is attached.

**GENERAL PLAN FOR DEMOBILIZATION
OF THE
_____ SPILL INCIDENT**

Month										
W	T	F	S	S	M	T	W	T	F	
#	#	#	#	#	#	#	#	#	#	#

Activities

Ship Cleaning	
Containment Booming	
Passive Snare Ops	
Boom/Log Cleaning	
Boat Cleaning	

Personnel

Contractor Personnel	# # # # # # # # # #
Spill Management	# # # # # # # # # #
Federal	# # # # # # # # # #
State	# # # # # # # # # #

Equipment

Skiffs	# # # # # # # # # #
FRV	# # # # # # # # # #
FE Loader	# # # # # # # # # #
Vac Truck	# # # # # # # # # #
Press. Washer	# # # # # # # # # #
Decon Pools	# # # # # # # # # #