

Long Term Planning Activities Worksheet

Incident Name:	Date Prepared:	Time Prepared:
Operational Period Date: From: To:	Operational Period Time: From: To:	

Initial Actions

Activity	Activity Name	Position Responsibility
Notifications	Federal	
	State	
	Local	
Site Safety and Control	Air Monitoring	
	Fire/Explosion	
	Identify Unsafe Conditions	
	Identify Health Hazards	
	Identify Biological Hazards	
Spill Assessment Report	Complete Report	
Initial Briefing	Complete ICS 201 Briefing Packet	
Source Control	Flow Control/Mitigation	
	Contact Source Supervisor	
	Repair	
	Salvage	

Response

Activity	Activity Name	Position Responsibility
Containment	Natural (Earth/Snow Berming)	
	Exclusion Booming	
	Diversion Booming	
	Absorbent Booming	
	Passive Collection	
	Onshore Response	
	Offshore Response	
Recovery	Mechanical	
	Skimming	
	Transport	
	Sorbents	
	Onshore Response	
	Offshore Response	
Chemical Control	Permitting	
	Dispersants	
	Collecting Agents	
	Gelling Agents	

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Response (cont.)

Activity	Activity Name	Position Responsibility
Decontamination	Establish Decontamination Unit	
Insitu Burning	Permitting	
	Fire Boom Transport	
	Deployment	
Surveillance/Tracking	Aerial Reconnaissance	
	Perimeter Mapping	
	Trajectory Modeling	
	Weather Forecasting	
	Weather Monitoring	
	Protection Priorities	
	Environmental Impacts	
Shoreline Protection	Cultural Impacts	
	Assessment/Cultural Impacts	
	Entrapment Booming	
	Cleanup	
	Booming/Sorbents	
Oil Storage	Debris Removal	
	Store Recovered Debris	
	Communications	
Communications	Communications Plan	
	Frequency Assignments	
	Equipment Assignments	

Environmental

Activity	Activity Name	Position Responsibility
Environmental Sensitivity Ident.	Identify Critical Areas	
Wildlife Response	Hazing	
	Capture	
	Stabilization	
	Rehabilitation	
Permitting	Burn Permitting	
	Dispersant Permitting	
	Chemical Permitting	
	Wildlife Permitting	
	Waste Management Permitting	

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Environmental (cont.)

Activity	Activity Name	Position Responsibility
Waste Management	Storage	
	Transport	
	Disposal	
	Incineration	
Nat. Resource Damage Assess.	Documentation	

Ancillary Activities

Activity	Activity Name	Position Responsibility
Public Relations	Initial Press Briefing	
	Media Release	
Security	Establish At Scene	
	Establish At Site Entrance	
	Establish At Incident Command Post	
Logistical Support	Housing Ordering	
	Food Ordering	
	Heavy Equipment Ordering	
	Vessels/Boat Ordering	
	Mutual Aid	
	Contractors Ordering	
Organization Transition	Transition to Owner	
	Transition to Co-op	
	Transition to Contractor	

Spill Project Closure

Activity	Activity Name	Position Responsibility
Demobilization Plan	Prepare Plan	
	Initiate Plan	
	Contract Closures	
	Personnel Debriefing	
	Surplus Material Handling	
Site Restoration	Bioremediation	

Prepared By:	Company Name:	ICS Position:
Approved By:	Company Name:	ICS Position: