



**COMPETENT NATIONAL AUTHORITY SECRETARIAT
(FOR OIL & HNS SPILL RESPONSE AT SEA)**

भारतीय तटरक्षक/ INDIAN COAST GUARD
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CNA/0720/Circular

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Subject: Formulation of Crisis Management Plan for Hazardous and Noxious Substances (CMP - HNS) Spill

1. The Crisis Management Plan (CMP) for HNS spill at sea duly approved by Ministry of Defence has been promulgated on 04 Jul 25 and available on Indian Coast Guard (ICG) website under "Marine Environment" interface. CMP - HNS spill (Chapter 11, para 11.6. refers) entails every owner or operator of port facility to maintain HNS Spill Contingency Plan duly vetted by Committee constituted by ICG.

2. In view of above, all Ports handling HNS are requested to formulate facility HNS contingency plan considering specific type and volume of HNS being handled. The elements of plan as per Appendix Q of CMP-HNS spill is enclosed for ready reference.

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Enclosure: Appendix Q of CMP-HNS spill

Appendix Q

(Refers to para 11.6)

Elements of Facility Contingency Plan**Strategy**

1. Introduction
 - 1.1 Authorities and responsibilities
 - 1.2 Coordinating committee
 - 1.3 Statutory requirements
 - 1.4 Mutual aid agreements
 - 1.5 Geographical limits of plan
 - 1.6 Interface with HNSDCP
2. Risk assessment
 - 2.1 Quantity and types of HNS handled
 - 2.2 Identification of activities and risks
 - 2.3 Types of HNS likely to be spilled
 - 2.4 Probable fate of spilled HNS
 - 2.5 Development of HNS spill scenarios including worst case discharge
 - 2.6 Shoreline sensitivity mapping
 - 2.7 Shoreline resources, priorities for protection
 - 2.8 Special local considerations
3. Response strategy
 - 3.1 Philosophy and objectives
 - 3.2 Limiting and adverse conditions
 - 3.3 HNS spill response in offshore zones
 - 3.4 HNS spill response in coastal zones
 - 3.5 Shoreline HNS spill response
 - 3.6 Storage and disposal of HNS and its waste

4. Equipment
 - 4.1 Marine HNS spill response equipment
 - 4.2 Inspection, maintenance and testing
 - 4.3 Shore line equipment, supplies and services
5. Management
 - 5.1 Crisis manager and financial authorities
 - 5.2 Incident organization chart
 - 5.3 Manpower availability(on-site, on-call)
 - 5.4 Availability of additional manpower
 - 5.5 Advisors and experts-spill response, wildlife, and marine environment
 - 5.6 Training/safety schedules and drill/exercise programme
6. Communications
 - 6.1 Incident control room and facilities
 - 6.2 Field communications equipment
 - 6.3 Reports, manuals, maps, charts and incident logs

Action and Operations

7. Initial procedures
 - 7.1 Notification of spill to concerned authorities
 - 7.2 Preliminary estimate of response Tier
 - 7.3 Notifying key team members and authorities
 - 7.4 Manning control room
 - 7.5 Collecting information (HNS type, sea/ wind forecasts, aerial surveillance, beach reports)
 - 7.6 Estimating fate of HNS released into environment (24, 48 and 72 hours)
 - 7.7 Identifying resources immediately at risk, informing parties
8. Operations planning
 - 8.1 Assembling full response team
 - 8.2 Identifying immediate response priorities

- 8.3 Mobilizing immediate response
- 8.4 Media briefing
- 8.5 Planning medium-term operations (24-, 48- and 72-hour)
- 8.6 Deciding to escalate response to higher tier
- 8.7 Mobilizing or placing on standby resources required
- 8.8 Establishing field command post and communications
- 9. Control of operations
 - 9.1 Establishing a management team with experts and advisors
 - 9.2 Updating information (sea/ wind/ weather forecasts, aerial surveillance, beach reports)
 - 9.3 Reviewing and planning operations
 - 9.4 Obtaining additional equipment, supplies and manpower
 - 9.5 Preparing daily incident log and management reports
 - 9.6 Preparing operations accounting and financing reports
 - 9.7 Preparing releases for public and press conferences
 - 9.8 Briefing local and government officials
 - 9.9 Termination of operations
 - 9.10 Deciding final and optimal levels of beach clean-up
 - 9.11 Standing-down equipment, cleaning, maintaining, replacing
 - 9.12 Preparing formal detailed report
 - 9.13 Reviewing plans and procedures from lessons learnt
- 10. Maps / Charts
 - 10.1 Coastal Facilities, access roads, telephones, hotels etc.
 - 10.2 Coastal charts, currents, tidal information (ranges and streams), prevailing winds.
 - 10.3 Risk locations and probable fate of HNS.
 - 10.4 Shoreline resources for priority protection.
 - 10.5 Shoreline types.

- 10.6 Sea zones and response strategies.
- 10.7 Coastal zones and response strategies.
- 10.8 Shoreline zones and clean-up strategies.
- 10.9 HNS and waste storage/disposal sites.
- 10.10 Sensitivity maps/atlas

Data Directory

11. Lists

- 11.1 Primary HNS spill equipment
- 11.2 **Auxiliary equipment.** Tugs and workboats, aircraft, vacuum trucks, tanks and barges, loaders and graders, plastic bags, tools, protective clothing, communications equipment, etc (manufacturer, type, size, location, transport, contact, delivery time, cost and conditions).
- 11.3 **Support equipment.** Aircraft, communications, catering, housing, transport, field sanitation and shelter etc (availability, contact, cost and conditions).
- 11.4 **Sources of Workforce.** Contractors, local authorities, caterers, security firms (availability, numbers, skills, contact, cost and conditions).
- 11.5 **Experts and Advisors.** Environment, safety, auditing, (availability, contact, cost and conditions).
- 11.6 **Local and National Government Contacts.** Name, rank and responsibility, address, telephone, fax, telex.

12. Data

- 12.1 Specifications of HNS commonly traded.
- 12.2 Wind and weather.
- 12.3 Information sources.