ISB Unified Command Decision Verification Checklist

The checklist provides a summary of important information to be considered by the Unified Command consisting of the Federal On-Scene Coordinator (FOSC), State On-Scene Coordinator (SOSC), and responsible party representative (RP) when planning for the use of in-situ burning to respond to an oil spill. This checklist is intended to serve as Unified Command's verification and documentation of an in-situ burning decision, rather than as an information distribution sheet or an approval form.

Each section of the checklist provides a series of limiting factors questions for each of the decision points. Some sections also contain a worksheet for important information that may be necessary to answer limiting factor questions; the user is encouraged to attach forms that contain this information, if available.

Questions in the limiting factors section that are answered with a "Yes/Optimal" support the decision to conduct an in-situ burn. However, spill response involves numerous tradeoffs, and any less-than ideal conditions that are represented by a "No/Sub-Optimal" answer may be balanced by other benefits of in-situ burning in a given situation. Not every question on the worksheet must be answered. It is acceptable for the Unified Command to make a decision based on incomplete information, provided the information gaps are understood and considered.

In-situ Burn Decision

Federal On-Scene Coordinator Decision: ____ Approve Signature_____

State On-Scene Coordinator Decision ____ Concur Signature_____

Responsible Party ____ Concur Signature_____

Other additional concurrence/consultation

Agency/Contact	Concurrence/consultation	Time/Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

Checklist preparation points of contact:	Name	Position	Telephone
Federal_____	_____	_____	_____
State _____	_____	_____	_____
State _____	_____	_____	_____
RP _____	_____	_____	_____
SSC _____	_____	_____	_____
Other _____	_____	_____	_____

Incident information				
Incident name	|			
Current date/time	|			
Anticipated burn date/time	|			
Location of spill	|			
Location of burn	|			
Type of product released	|			
Estimated volume of product released	|			
Release status	| Continuous	|Intermittent	|Secured	

Trajectory information
Trajectory information:
Overflight information:

Oil burnability	**Optimal Condition**	**Sub-Optimal Condition**
	|***Yes or Probable***	| ***No or Unlikely***
Anticipate oil to remain ignitable (fresh, not highly emulsified)	|	|
Comments:		

Weather/sea conditions				**Optimal Condition**	**Sub-Optimal Condition**
				|***Yes or Probable***	| ***No or Unlikely***
Weather forecast precipitation-free (affects ignition)				|	|
Winds/forecast winds less than 25 knots				|	|
Visibility sufficient for burn operation/observations (greater than 500 feet vertical, ½ mile horizontal)				| |	| |
Wave heights/predicted wave heights less than 2-3 feet				|	|
Temperature | Air			|Water		
Current Condition |Clear	|Partly Cloudy	|Heavy overcast		|Rain |	
Tidal Condition |Slack tide		|Flood	|Ebb		
Sea state|Flat calm	|Light wind-chop	|Swells		|Wave height	

Operational feasibility	**Optimal Condition**	**Sub-Optimal Condition**
	Yes or Probable	***No or Unlikely***
Is an operational plan written?		
Is needed air support available?		
Are personnel properly trained, equipped with safety gear, and covered by a site safety plan?		
Are all necessary communications possible (i.e. between aircraft, vessels, and control base)?		
Can all necessary equipment be mobilized during window of opportunity?		
If present, are ice and debris factored into plan?		
Can undesirable secondary fires be avoided?		
Can burn be safely extinguished or control?		
Can aircraft pilots/mariners be adequately notified, as necessary?		
Is equipment and personnel available for residue recovery?		
If ignition from a helicopter, FAA approved equipment?		
Comments:		

Human and environmental impacts	**Optimal Condition**	**Sub-Optimal Condition**
	Yes or Probable	***No or Unlikely***
Public exposure to PM-10 (particulates<10um) not expected to exceed 150 um/m3 averaged over 1 hour as a result of burn? (In concurrence with NRT planning guidelines)		
Can burning be conducted at a safe distance from other response operations, and public, recreational, and commercial activities?		
Is particulate (hour-average PM-10) monitoring available if plume may cross over populated areas?		
Can public be adequately notified of burn?		
Is burn outside of identified Special Consideration Areas?		
Trustees consulted if endangered species in immediate burn area?		
Comments:		

Operational worksheet	
Product type:	Volume to be burned:
Easily emulsified:	Estimated burn duration:
Volume of product released:	
Burn method (check one) At source____ containment and towing to safe distance _____ onshore ignition _____ Other _____	

Public health/plume worksheet
Distance/direction to nearest population relative to burn: ____miles to the____(direction)
Distance/direction to nearest downwind population: _____miles to the_____(direction)
Forecast wind direction/speed (24 hour): _____miles to the_____(direction)
Forecast wind direction/speed (48 hour): _____miles to the_____(direction)
Estimated plume trajectory (text and attached graphic):
Visibility comments and forecast:
Comments:

Additional considerations
Describe proposed method for oil containment
Estimated amount of oil to be burned
Estimated duration of each burn
Total possible burn period.
Is floating debris a consideration |Yes |No | Type:
Risk of accidental (secondary) fires |Yes |No |
Risk of reducing visibility at nearby airport(s) |Yes |No |
Method for collecting burned oil residue
Proposed storage & disposal of burned oil residue
Resources at Risk |Sheltered tidal flats| |Coastal Marshes| |Marine mammals|
Birds| |Endangered/Threatened Species| |Non-Endangered/Threatened Species|
Other Resources at Risk
Historic and Archaeological Resources

Decision to initiate ISB (Consultation/Concurrence)	Yes	No
Is in-situ burning likely to result in the elimination of significant volumes of spilled oil?		
Will the use of in-situ burning interfere with (or in any way reduce the effectiveness of) mechanical recovery and/or dispersant application?		
If yes, do the potential benefits of burning outweigh the potential reductions in effectiveness of mechanical/dispersant use?		
Can in-situ burning be used safely, and with an anticipated overall reduction in environmental impact (compared with the decision not to burn)?		
Have all federal notifications been made?		
Have all state notifications been made as required by the state for in-situ burning?		
Have all trustees been notifications?		
Have adjacent states concurred (land within 6 miles of burn) or been consulted (no land within 6 miles, but interested in decision?		
If applicable, are other boundary concerns resolved by consultation?		
Have all press releases been prepared?		
Is oil to be lit only with ignition source (i.e. helotorch), without the use of burning agent to improve combustibility of oil?		
If no, does State RRT representative concur? Does EPA RRT representative concur? Do Natural Resource Trustees concur?		
Additional information:		