

CHAPTER 3

Removal Actions - Oil and Hazardous Substances



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Chapter 3: Removal Actions: Oil and Hazardous Substances

This chapter provides detailed procedures for cost documentation of an oil spill. The material is divided into the following subchapters:

SUBCHAPTER	CONTAINS DETAILED INFORMATION ABOUT
FOSC Finance and Resource Management Field Guide	<ul style="list-style-type: none"> General guidance on all aspects of OSTLF access, uses, and funds management during a spill. The FOSC Financial Field Guide is published as a pocket guide.
Fund Access Overview	<ul style="list-style-type: none"> Guidance describing procedures for USCG or EPA FOSCs performing oil removal or hazardous material response operations under the National Contingency Plan.
FOSC Financial Management Checklist - OIL	<ul style="list-style-type: none"> Step-by-step guidance for CG and EPA FOSCs who are using the Emergency Fund and must monitor cost documentation during an oil spill response.
FOSC Financial Management Checklist - HAZMAT	<ul style="list-style-type: none"> Step-by-step guidance for CG FOSCs who are using CERCLA/Superfund and must monitor cost documentation during a response to a hazardous materials release.
Accounting Information	<ul style="list-style-type: none"> Accounting strings and codes for CG FOSCs and Strike Teams when directly expending pollution response funds (OSLTF and CERCLA) in the CG Accounting System.
Funds Management During Incidents	<ul style="list-style-type: none"> Describes processes for ceiling management and obligation record keeping, as well as government credit card use procedures.
Management of Civilian Overtime, COMDTINST 12550.41	<ul style="list-style-type: none"> Document describing procedures for approval and control of Coast Guard civilian overtime for all appropriations.
Removal Cost Technical Operating Procedures (TOPs) - Oil	<ul style="list-style-type: none"> NPFC Technical Operating Procedures (TOPs) providing guidance for determining valid removal costs for oil discharges or substantial threats of discharges to the extent possible.
Removal Cost Policy and Operating Procedures - CERCLA	<ul style="list-style-type: none"> NPFC guidance for hazardous material discharges to the extent possible
Resource Documentation TOPs	<ul style="list-style-type: none"> NPFC TOPs for accessing the OSLTF. It includes procedures for resource documentation, use of CANAPS, ceiling management and copies of forms that must be filled out.
Standard Rates	<ul style="list-style-type: none"> Rates used to reimburse the Coast Guard for certain spill-related activities, used when filling out many of the forms contained in the TOPs.



SUBCHAPTER	CONTAINS DETAILED INFORMATION ABOUT
<p>Contracting Information</p> <p>Coast Guard Acquisition Procedures (excerpt)</p> <p> MLC Atlantic Area Procedures</p> <p> MLC Pacific Area Procedures</p> <p>Emergency Contracting Procedures (G-MOR Guidance)</p>	<ul style="list-style-type: none"> • Provides guidance on Coast Guard contracting procedures for containment and cleanup of oil and hazardous substance spills. • Procedures for hiring contractors to clean up an oil spill or hazardous material release in USCG districts within the Atlantic area. • Procedures for hiring contractors to clean up an oil spill or hazardous material release in USCG districts within the Pacific area. • Provides policy and guidance to Coast Guard personnel to facilitate emergency contracting for oil spill and hazardous substance response.
<p>Action Memo Guidance</p>	<ul style="list-style-type: none"> • This EPA-generated document provides guidance in the preparation of action memos for Superfund removal operations, particularly administrative record requirements for reserving removal funding.
<p>Strike Team Guidance</p>	<ul style="list-style-type: none"> • Document providing guidance to NSF on use of CERCLA funding when in support of EPA FOSCs.
<p>Long Term Removals</p>	<ul style="list-style-type: none"> • Document describing policies on cases which may present unique challenges to the OSC, based upon their extended response time periods.
<p>CERCLA Non-Incident Funding</p>	<ul style="list-style-type: none"> • Guidance concerning management and use of CERCLA non-incident funds