

OIL SPILL NOTIFICATION FORM

<i>OIL SPILL NOTIFICATION CHECKLIST</i>			
Name of OSC for this spill			
Date		Time	of making this report
Date		Time	of detection of spill
Organization			
Contact phone number		Contact fax number	
Other contacts (mobile phone/pager)			
Name of person making this report if different from above			
Size of response initially estimated to be needed (see flow chart 7.3)			Tier 1
			Tier 2
			Tier 2 possibly escalating to Tier 3
			Tier 3
SITUATION REPORT – Give details of spill location, apparent source and cause, any action taken:			
Is this is a tier 1 incident? (Can it be handled with installation resources?)			YES/NO
If “YES” stop filling this form and fax notification to KMA. KMA will add this to the National Marine Oil Spills Database			
If “NO” – Continue filling this form			
Location of Incident Command Center			
Do you require/are you likely to require any assistance from OSMAG?			YES/NO
If YES, what type of assistance?			
<input type="checkbox"/> Equipmen		<input type="checkbox"/> Equipment operators	
<input type="checkbox"/> Oil recovery advice		<input type="checkbox"/> Dispersant advice	
<input type="checkbox"/> Prosecution/cost recovery advice			
<input type="checkbox"/> Other, please specify			

If equipment is needed, give indication of type, quantity, priority for dispatch: and any window of opportunity applicable to its deployment			
Sighting of Spill			
Name of person who first sighted spill (if different from reporting details):			
Organization:			
Contact phone number:		Contact fax number:	
Other contacts (mobile/pager)			
Spill observed from			
<input type="checkbox"/> Vessel	Name of vessel		
<input type="checkbox"/> Aircraft	Identification		Altitude (ft)
<input type="checkbox"/> Shore			
Spill Location			
Description of location of spill:			
Position of Spill			
Range and bearing from geographical feature			
Feature:			
Bearing		Degrees true	
Distance		Nautical miles	
OR			
Latitude of spill	South	Longitude of spill:	East
Source of Spill			
If remote from oil slick:			
Range and bearing from geographical feature:			
Feature:			
Bearing		Degrees true	
Distance		Nautical miles	
Was the source a vessel?		Yes/No	
Time the position of the vessel was last fixed:			
Latitude of:	South	Longitude of:	East
Approximate course:	Degrees true	Speed	Knots
Present Situation			
Is the oil still escaping?			YES/NO

If YES then what is the estimated flow rate:				Tons/liter per hour	
Spill Extent:					
Length of slick			Width of slick		
Table 1: Conversion factors for translation of spill size into kilometers:					
Unit			Multiplication factor		
Nautical mile			1.852		
Cable			0.1852		
Statute mile			1.610		
Data for calculation of volume of spill:					
Length of slick (km)		Width of slick (km)		Area covered (km ²)	
Oil type: Type of oil if known, e.g. Marine gas oil (diesel), light fuel oil, heavy fuel oil					
OR					
Description of physical characteristics of oil:					
Color		<input type="checkbox"/> Colorless/faint color		<input type="checkbox"/> Light brown	
		<input type="checkbox"/> Dark brown		<input type="checkbox"/> Other, please specify	
Appearance/ characteristics		<input type="checkbox"/> Transparent		<input type="checkbox"/> Opaque	
		<input type="checkbox"/> Tarry fluid		<input type="checkbox"/> Viscous	
<i>Table 2: Spill Volume Estimation</i>					
Type	Appearance of slick	Proportion of slick	Slick area (km ²)	Approx. slick volume (m ³ /km ²)	Est. total oil volume (m ³)
Sheen	Silvery			0.1	
Sheen	Rainbow			0.3	
Fresh	Black/dark brown			100	
Mousse (>60% water)	Brown/orange			OVER 1000*	
	TOTAL	100%			
*This is dependent on the composition and water content of the mousse and may not be an accurate estimate. Estimated total oil volume (total of volumes for each oil type) = (slick area (km ²) x approx. slick volume (m ³ /km ²)) x proportion of slick (%)					
Shape of slick:		<input type="checkbox"/> Windrows		<input type="checkbox"/> Circular	
Patches of slick (average % cover of oil on water surface)					
Adjusted estimated volume of slick to compensate for patches				(m ³)	

Movement of Slick: (NB: To convert km/hr to knots, multiply by 0.54; to convert m/s to knots, multiply by 1.94)			
Current direction (Degrees True)		Current Speed (knots)	
Wind direction (Degrees True)		Wind Speed (knots)	
<i>To calculate estimated movement of oil, use 100% of current velocity and 3% of wind speed, as vectors in a diagram. The resultant vector gives slick direction and speed (in knots).</i>			
Estimated direction on oil slick		(Degrees True)	
Estimated speed of oil slick		(knots)	
Estimated time to impact of oil on shoreline		(hours)	
Weather Conditions:			
<input type="checkbox"/> Sunny	<input type="checkbox"/> Overcast	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Rain
<input type="checkbox"/> Fog			
Ambient air temperature (°C)		Sea water temperature (°C)	
Wave height (meters)		Visibility (nautical miles)	
Spill Source and Sampling:			
Origin of spill (name of vessel or source if known)			
Have samples of the spilled oil been taken from slick positions close-to and distant from the source?	YES/NO		
Are samples being preserved at 4°C?	YES/NO		
Has analytical laboratory been advised of the imminent arrival of samples?	YES/NO		
Has a chain of custody procedure been followed?			YES/NO
Have interviews been undertaken?			YES/NO
Have any photographs or video footage been taken?			YES/NO
Has any other evidence been collected?			YES/NO
Name and last known position of any other vessels in close proximity to the oil slick:			
Name:		Latitude/Longitude	
Name:		Latitude/Longitude	
Name:		Latitude/Longitude	
Have any photographs been taken from these vessels in relation to the spill?			YES/NO
If dispersant operations are being considered:			
Is the use of dispersants excluded as a response option for the affected area in the Tier 2 contingency plan?			YES/NO
Viscosity of oil in Centistokes (cst) at sea temperature:			
<i>If viscosity of oil >5,000 cst dispersants are not generally an option.</i>			
<i>If viscosity of oil >2,000 cst, Type 1 undiluted hydrocarbon-based dispersants may be options.</i>			
Pour point of the oil (°C)			

