

PLACES OF REFUGE PROJECT WORKGROUP CHARTER

April, 2004

Places of Refuge Project Workgroup

The Pacific States/British Columbia Oil Spill Task Force has agreed to partner with the US Coast Guard Pacific Area to chair and facilitate a stakeholder workgroup to address the issue of Places of Refuge. Please reference Attachment 1 to this Charter for a list of Workgroup members.

Statement of Purpose

It is the purpose of the Places of Refuge Project Workgroup to develop a decision-making process for inclusion in US Area Contingency Plans and appropriate Canadian planning documents that will provide guidance for:

- 1) Evaluating a request for a Place of Refuge from a ship in need of assistance in a situation, apart from one requiring rescue of persons on board, that could give rise to loss of the vessel or an environmental or navigation hazard; and
- 2) Assessing and minimizing potential economic and environmental impacts associated with such hazards.

The decision-making process developed by this Workgroup will be consistent with the Guidelines on Places of Refuge for Ships in Need of Assistance adopted by the 23rd International Maritime Organization (IMO) Assembly in December 2003, and will provide a framework for implementing those guidelines.

Project Scope

The Places of Refuge Workgroup's recommendations will address "Places" of Refuge, which can include ports as well as areas providing sufficient shelter and protection so that temporary repairs may be made. The terms "Harbors of Safe Refuge" and "Safe Havens" are presumed to be synonymous with "Places of Refuge."

The Places of Refuge Project Workgroup recommendations will be adaptable to situations occurring either offshore (including beyond the EEZ), near the shore, or in internal waters.

Objectives/Deliverables

- The Workgroup's final recommendations are intended to operationalize the IMO guidelines on Places of Refuge.
- Pre-planning steps to be addressed by the Workgroup's recommendations should include, but not be limited to:
 - Identifying economic, social, cultural, and environmental resources and assets which may be at risk;
 - Recommending a process for evaluating the relative risks to environmental, social, cultural, and economic resources in a timely manner.
 - Identifying available response, firefighting, and salvage resources;
 - Identifying agencies with authority to make a Place of Refuge decision and their specific jurisdictions. Agencies or persons who should be included in an advisory capacity during either the pre-planning or response phases should also be identified. Agencies and persons who should be kept advised during the response process should be identified. Contact information should be maintained for all these authorities.
 - Incorporating lessons learned from scenario-based planning and past events;
 - Identifying all relevant port or harbor information including but not limited to appropriate authorities and required approvals, weather vulnerabilities, economic and security concerns, water depth, and response/repair capabilities.
- The Workgroup's recommendations will address transboundary concerns as they apply across national boundaries, state boundaries, and the boundaries of Area Committee jurisdictions.

- The Workgroup will identify agencies and persons who will be responsible for implementing their recommendations.

Timeline

- A subcommittee of the Workgroup will draft an annex for Area Contingency Plans based on the IMO Guidelines; once finalized, this will be the decision-making template that will operationalize the IMO Guidelines.
- The Workgroup has approved the following project steps:
 - The Places of Refuge Annex Subcommittee will finalize a draft workplan;
 - Representatives of Area Committees will be asked to review the draft;
 - The revised draft will then be posted on the Task Force website for public comment;
 - The final draft annex will be presented to the Workgroup for review and comment; and
 - The Project Workgroup will adopt the final annex and any other recommendations as soon as possible thereafter, but no later than July 2005.

Signatures of Co-Chairs

Signed on April 29, 2004 by Linda Pilkey-Jarvis, Pacific States/BC Oil Spill Task Force Co-Chair Manager, Spill Preparedness Section, Washington Department of Ecology

Signed on April 16, 2004 by Captain Rob Lorigan, US Coast Guard Co-Chair Chief, Marine Safety Division, US Coast Guard Pacific Area

Attachment I: Workgroup Members

Co-Chair: CAPT Rob Lorigan, Chief, Marine Safety Division US Coast Guard Pacific Area,
Co-Chair: Linda Pilkey-Jarvis, Washington Department of Ecology; Stan Norman, alternate
Leslie Pearson, Alaska Department of Environmental Conservation; John Bauer, Alternate
Heather Taylor, BC Ministry of Water, Land, and Air Protection
Mike Zollitsch, Oregon Department of Environmental Quality
Scott Schaefer, California Office of Spill Prevention & Response
Curtis Martin, Hawaii Department of Health
James Lawson, Transport Canada Marine Safety; CAPT John Yeung, alternate
Don Rodden, Canadian Coast Guard Rescue, Safety, and Environmental Response
Fred Beach, Emergencies Section, Environment Canada
CAPT Paula Carroll, Chief Marine Safety, US Coast Guard District 14
CDR William Whitson, US Coast Guard District 13
Timothy Holmes, US Coast Guard District 11
CDR Spencer Wood, US Coast Guard District 17
CAPT Yvette Myers, Harbor Master, Port of Vancouver, BC
CAPT Ed Irish, Western States Petroleum Association; Frank Holmes, Alternate
Jerry McMahon, American Waterways Operators, Pacific Region
CAPT Phill Nelson, Council of Marine Carriers
Bikramjit Kanjilal, Teekay Shipping Canada Ltd.; Howard Seto, alternate
Michael Moore, Puget Sound Steamship Operators Association
John R. McLaurin, Pacific Merchants Shipping Association; John Berge, Alternate
Rick Bryant, British Columbia Chamber of Shipping
James R. Townley, Jr., Columbia River Steamship Operators' Association
Mike Munger, Cook Inlet Regional Citizens' Advisory Council
Bill Conley, Prince William Sound Regional Citizens' Advisory Council; John Devens, alternate
Heather Deal, David Suzuki Foundation

Observers

CAPT Joe Saboe, Commander, US Coast Guard Office of Response; LCDR Paul Albertson, alternate
Robert Turner, Manager, Navigation Safety & Radio Communication, Ships & Operations Standards