

Annex N

Region 4 RRT Roles and Procedures

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Standing RRT:

The role of the standing RRT includes communications and procedures planning, coordination, training, evaluation of responses, preparedness, and related activities on a Region- and Area-wide basis. These activities include, but are not limited to:

- (a) Providing resources for response to major discharges or releases inside the Region or outside the Region, upon request;
- (b) Providing technical assistance for preparedness and conducting and participating as necessary in training and exercises to encourage preparedness activities of the response community within the Region (Region 4 will participate in one RRT exercise per year);
- (c) Reviewing and updating the RCP/ACP;
- (d) Discussing, modifying, and adopting procedures to enhance the various aspects of response coordination between local, tribal, state, regional, and federal response efforts;
- (e) Reviewing and commenting, where practicable, on local emergency response plans (required by SARA, Title III). Such reviews are conducted upon the request of a LEPC, forwarded to the RRT by a SERC. The standing RRT may also review and comment on other issues concerning the preparation or implementation of related response plans;
- (f) Providing guidance to Area Committees, as appropriate, to ensure inter-area consistency and consistency of individual ACPs with the RCP and NCP;
- (g) Reviewing, evaluating, and commenting on regional and local responses to discharges or releases, and recommending improvements, as appropriate;
- (h) Encouraging the state and local response community to improve its preparedness for response;
- (i) Planning for use of dispersants, surface collection agents, burning agents, biological additives, or other chemical agents, as appropriate; and approving chemicals and techniques for response upon request, following established procedures;
- (j) Meeting at least semi-annually, with rotating meetings among the states, to review response actions, address preparedness and pre-response activities, and consider changes to the RCP and recommend changes in ACPs;
- (k) Providing reports on RRT activities to the NRT twice a year;
- (l) Integrating, to the extent possible, ongoing planning and preparedness activities with RRT preparedness initiatives, and all RRT agencies;

- (m) Recommending revisions of the NCP to the NRT, based on observations of response operations;
- (n) Evaluating the preparedness of the participating agencies and the effectiveness of Federal response to discharges and releases;
- (o) Preparing an annual work plan to coordinate emergency response and preparedness activities; and
- (p) Coordinating planning and preparedness with RRTs in adjacent Regions.

To carry out the preparedness and planning charge of the RRT, a steering committee, with representatives of Co-Chairs and volunteers of member agencies and states, has been established to identify and facilitate implementation of preparedness and pre-response responsibilities. Work groups will be established as projects and particular work efforts are identified. The necessity of the work groups shall be re-evaluated annually.

Incident-Specific RRT

The RRT also retains its incident-specific functions to support the On-Scene Coordinator (OSC) and Unified Command. Each incident-specific RRT is formed from the standing team when the RRT is activated for a response, and consists of representatives of local governments, and the appropriate state and federal agencies, described in the Standing RRT, above.

An incident-specific RRT is chaired by the Regional Co-Chair from the agency providing the Federal OSC for the response to the incident. The role of the incident-specific team is determined by the operational requirements of the response to a specific discharge or release. Participation is relative to the technical nature and geographic location of the discharge or release. The RRT Chair coordinates with the RRT membership and the OSC for the incident, to determine the appropriate level of RRT member activation. Member agencies and states participating with the RRT must ensure that designated representatives or alternates can function as resource personnel for the OSC/RPM during incident-specific events.

When activated, members of an incident-specific RRT may be requested to:

- (a) Provide resources and special or technical expertise
- (b) Provide advice, as requested by the OSC/RPM, recommend courses of action for consideration by the OSC/RPM
- (c) Advise the OSC/RPM on the duration and extent of Federal response and recommend to the OSC/RPM specific actions to respond to a discharge or release
- d) Request other federal, state, tribal, or local government or private agencies to provide resources under their existing authorities to respond to a discharge or release or to monitor response operations
- (e) Recommend a change of OSC to the RRT Co-Chairs, if circumstances warrant (e.g., substantial movement of the pollution into the predesignated area of another OSC lead agency, or transecting Regional boundaries)

- (f) Monitor and evaluate reports from the OSC/RPM

Activation of the RRT

An incident-specific RRT may be activated upon request from the OSC, or from any RRT representative, to the Co-Chair of the RRT, when a discharge or release:

- (a) Exceeds the response capabilities available to the OSC in the place where it occurs
- (b) Transects State, Regional and/or international boundaries
- (c) Poses a substantial threat to public health, welfare, or to the environment, or to Regionally significant amounts of property.