

APPENDIX I

COST RECOVERY

EXPENDITURE LOG SHEET

COST RECOVERY FOR OIL POLLUTION RESPONSE ACTIVITIES

The following detailed information is required in order to facilitate rapid reimbursement of clean-up costs incurred by local authorities:

1. Full name, address and telephone number of claimant and name of contact person.
2. Date oil started coming ashore.
3. Exact location where oil came ashore, type of coastline (e.g. rocky shore, sandy beach, estuary), length of coastline impacted, estimated quantity of oil.
4. Itemised manpower costs on a daily basis (indicate dates):
 - Describe type of manpower and numbers involved, e.g.: supervisor, labourer, driver, operator etc.
 - Also provide hourly / daily rates, overtime worked and overtime rates.
5. Itemised transport costs on a daily basis (indicate dates):
 - Type of vehicle and purpose for which used.
 - Distances claimed and applicable rates.
6. Itemised costs for materials purchased, i.e. plastic/hessian disposal bags, gloves, cleaning agents, spades, rakes etc. Invoices for each purchase should be submitted.
7. Itemised wasted disposal costs.

On completion of the work, all accounts to be sent to:

Deputy Director:
Marine and Coastal Pollution Management
Department of Environment Affairs
PO Box 52126
V&A Waterfront
Cape Town
8002

TEL: 021 819 2450 email: ypeterson@environment.gov.za

Before clean-up commences, the above Deputy Director should be consulted. Samples of oil should be collected and kept in clean glass jars in order to verify the source of the pollution.

A summary of the activities associated with the clean-up operation should accompany the claim.

EXPENDITURE LOG SHEET (sample)

Incident Name:		Date / Time:	
		From:	To:
Equipment or Service	Usage: Who, What, Where, When, Why?		Cost

APPENDIX II

AMENDMENT NOTIFICATION

AMENDMENT NOTIFICATION

TO: Zone Plan Holders Amendment No: DATE:

Please note that the following pages of the Coastal Oil Spill Contingency Plan for the

..... Zone have been amended and are attached.

Page Number	Amendment

You are kindly requested to update all copies of the Plans that you hold and to return the tear-off slip below to:

Deputy Director
Marine and Coastal Pollution Management
Department of Environmental Affairs
P O Box 52126
V&A Waterfront
Cape Town
8002

I hereby acknowledge that the pages to the Zone: Coastal Oil Spill Contingency Plan have been amended accordingly:

Name: Amendment Number:

Organisation:

Signed: Date:

APPENDIX III

TRAINING AND EXERCISE COMPLETION FORM

TRAINING AND EXERCISE COMPLETION FORM (template)

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APPENDIX IV

LIST OF DEA EQUIPMENT

DEA OIL SPILL EQUIPMENT DIRECTORY 2010

39 Neptune Street. Paarden Island

No.	Description	Weight	Dimensions
14	25 meter Port Booms	66.5 kg	800 x 500 x 500mm
30	25 meter Seaguardian Booms	61 kg	800 x 500 x 500mm
5	25 meter Shoreguardian Booms	82.0 kg	900 x 800 x 500mm
7	10 meter Shoreguardian Booms	40 kg	900 x 700 x 400mm
1	20 meter river Boom on Reel	17.5 kg	-
1	200 meter Ro-Boom	5 000 kg	2700 x 2000 x 1800mm
1	container and Reel for Ro-Boom	Including above	2700 x 2000 x 2000mm
1	10 kw Hatz Power Pack	550 kg	1400 x 1400 x 800mm
1	Air Blower	100 kg	850 x 840 x 670mm
1	Ro- Boom complete	5 650 kg	-
2	T-Disc Skimmer and Power Pack	75kg - skimmer and 90kg - hoses	1000 x 1000 x 500mm - skimmer
1	Power Pack for T-Disc	150 kg	1000 x 850 x 500mm
1	Rotadisc 15 Skimmer	85 kg	1400 x 900 x 550mm
1	1 Hatz Power Pack for Rotadisc	270 kg	1000 x 900 x 1000mm
1	20 meter Hydraulic Hoses	26 kg	-
1	15 meter x 75mm Suction Hose	15 kg	-
1	Desmi DOP-250 Pump	70 kg	580 x 580 x 360mm
1	55 kw Ford Power Pack for Desmi	1 575 kg	1760 x 1620 x 1350mm
1	Desmi Skimmer Frame	110 kg	1900 x 850mm
1	Hoses and Reel	405 kg	1800 x 1600 x 1100mm
1	Desmi-Ocean Skimmer, Power Pack and Hoses Complete	1 784 kg	1700 x 1300 x 800mm
1	4 meter Ro-Skim 2000 Complete	320 kg	2000 x 1200 x 800mm
1	2 x 26 meter Ro-Sweep Booms and Spool	1500 kg	2700 x 1600 x 1400mm
1	Ro-Sweep Jib	940 kg	2 of 5000 x 370mm & 1 of 1600 x 370mm
1	Ro-Sweep Pontoon	360 kg	3700 x 800 x 800mm

1	Aristock Inflatable Floating Storage Tank - 25m ³ capacity	502 kg	Container - 2200 x 1400 x 1400mm. Vessel - 10 meter x 3.2 meter
2	Fast Tanks - 10m ³ Capacity	81 kg	1600 x 400mm Boxes
2	Shipside Boom Magnets	54.5 kg	750 x 200 x 650mm
5	Echo Air Inflators	4 kg	600 x 330 x 200mm
1	Heavy Duty Echo Air Inflator	9.5 kg	1100 x 470 x 300mm
3	Honda Water Pumps and Hoses	26 kg	500 x 380 x 340mm
1	Karcher High Pressure Water Washer	75 kg	1000 x 600 x 620mm
2	Danforth Anchors - Small	7 kg	600 x 480mm
2	Danforth Anchors - Medium	13 kg	650 x 530mm
4	Danforth Anchors - Large	24 kg	1000 x 800mm
1	Grab Anchor with Chain	11 kg	500 x 400mm
1	4 meter Inflatable Boat	60 kg	4000 x 1700mm
1	4hp Mariner Engine	23 kg	1000 x 500 x 200mm
1	Honda Genset	44 kg	700 x 550 x 450mm
1	Trailer for Transporting Equipment	400 kg	3000 x 1900 x 2000mm
1	Drum-vac" Unit Complete	127 kg	-
1	Kawasaki Vacuum Pump	94 kg	1500 x 110 x 800mm
1	Drum Suction Dome	15 kg	1000 dia x 500mm
1	Hoses	18 kg	-
1	75 Man Gas Cooker	80 kg	1300 x 900 x 60mm
2	Gas Bottles for Cooker -Including Gas	31 kg	-
2	Light Stands with Lights	15 kg	2000 x 300mm
20	Squeegies" - priced per item	0.75 kg	1500 x 500mm
1	Boom Roller	16 kg	800mm
1	Sirenco" Siren	11 kg	1000 x 300 x 300mm
3	Open End Drums	13 kg	1200 x 1000mm
1	Semi-Rigid Ski Boat		
	Uniden VHF Radio		

APPENDIX V

RECORD OF DECISION – JRC

JRC RECORD OF DECISION

Incident:

Date and Time of Meeting: **Venue:**.....

Organisations Present	Y/N	Represented by:
SAMSA (Chairman)		
DEA (OSC)		
Vessel Owner/Insurer		
Stakeholders: 1. 2.		

Decision / Action	Implementing Organisation	When?

Signed:
JRC Chairman

APPENDIX VI

PRESS RELEASE / SITREP TEMPLATE

