

Basic Field Checklist

The following is a checklist of items that should be taken when conducting field work or visits. It is meant to complement each road department's standard list of safety equipment and field protocols.

All projects including storm patrol and maintenance

- County road department list of safety protocols & gear, equipment, etc
- Spill-kit (sized for situation); include specific materials needed for any chemicals you may be working with
- Adequate erosion control supplies and oil absorbent materials (e.g., diapers, kitty litter, shovels, etc.) to keep materials out of water bodies
- Fire extinguisher
- Trash bags for proper disposal of non-spoil materials that can't be re-used
- Separate printout of section 8-C of Manual (3 pages) on "Accident Clean-Up" (attached)
- Contact info for local regulatory agency staff: including local warden, CalFIRE, local fire dept
- Copy of Manual

Any on the ground work – especially when equipment is involved

- See list above for All projects
- Project description, list of treatments, mitigation measures required, list of project BMPs
- Permits and related documents: 1600, burn, SWPPP, air quality, etc. See section 2-C of the Manual; particularly Table 2-3 "PERMITS - BY GENERAL PROJECT TYPE"
- Fish screens (e.g., for pumping/diversions)
- Clinometer and tape measure (for verifying treatment dimensions)

Encouraged but optional

- Camera for photo documentation
- Photo Documentation additional items:
 - GPS unit
 - Extra batteries for the camera and the GPS unit
 - Stadia rod
 - Compass
 - Photo logs or note book
 - White board used with dry erase felt pens & a clean cloth/rag
 - Measuring wheel, distance measurer (range finder), or a 100' measuring tape
 - Road cone
 - Flagging, felt marker, stakes, and hammer

8-C ACCIDENT CLEAN-UP

Description: This action includes removal of accident debris, including response to hazardous spills. The accident may be due to: a) county activity, or b) activity by non-county entity or individual, which the county is assisting in cleaning up. Emergency clean-up practices address the isolation, containment, identification, hazard assessment, proper removal, and disposal of spilled substances on highway rights-of-way. Proper containment and clean-up of spilled material, especially material that is spreading rapidly, will reduce the discharge of potential pollutants into watercourses.

Upon knowledge of an incident, County Maintenance's prioritized responsibilities consist of: 1) maintenance of public safety; 2) ensuring through County Environmental Health, County Sheriff, contractors, or other responsible parties, that the appropriate cleanup is properly performed as identified in local accident response procedures.

Environmental Concerns:

- Discharge of hazardous materials, powder or granular materials, liquid materials, or vehicle fluids, into the watercourse or storm water drainage system
- Potential for spilled product entering a creek or stream to contaminate entire downstream course, killing or harming aquatic animal and plant life
- Remote locations of many county roads significantly limit time response time to a major spill into the stream system, reducing the effectiveness of potential remedial measures

Limitations:

- County Road Maintenance actions will be based upon the information available at the time of the emergency. Primary responsibility is to prevent damage, notify the response team, and follow the Incident Commander's instructions.
- The County does not have legal responsibility for clean-up outside of the operating right-of-way in cases where the spill is generated by a third party.

Best Management Practices:

1. Follow County Spill Contingency Plan or Emergency Operations Plan, if none available. Identify key spill response sites around the county, in cooperation with other emergency response agencies, where roads are near to streams and carry truck traffic with potential for spills. Include such plans as an Appendix to this manual.
2. Ensure sufficient, proper and regular training of county road staff in spill contingency measures, especially with hazardous materials. [See: 11-A Training the Staff]
3. Provide proper emergency spill response equipment (such as kits, river booms, oil skimmer) at all maintenance yards and other strategic spill response sites.
4. For spills on roadways:
 - a) Contain spill so it does not enter flowing waters of the stream system, including the storm drain system along the roads.

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- b) Ensure that each county road project site contains spill clean-up/ emergency response kits with sufficient materials to contain at least a small to moderate spill (1-50 gallons).
 - c) Minimize further tracking of spilled material.
4. For drain inlet protection:
- a) Look to see where the flow of the spill would go.
 - b) Identify drain inlets and outlets and watercourses, both upstream and downstream.
 - c) Where safe to do so, protect downstream drainage systems and watercourses from spilled material by covering or blocking storm drain inlets. For example, cover storm drain inlets with sand bags, plastic bags filled with native material, or absorbent booms or other appropriate devices. Remove covers/ blocks once clean-up is completed.
5. Work closely with DFG's Office of Spill Prevention and Response (OSPR) in developing appropriate training, equipment and strategy for dealing effectively with any potential stream spills.

Useful References:

DFG Pollution Response Manual (1998) & Spill Responses Training Manual, DFG - Office of Spill Prevention & Response (OSPR), Sacramento

Upper Sacramento Spill Contingency Plan (Resources Agency & DFG) – based on experience of the toxic “Cantara Spill” caused by Southern Pacific Railroad derailment in 1991

Deer Creek Canyon Highway 32 Contingency Spill Plan and Assessment (2000) – prepared by Deer Creek Watershed Conservancy, Tehama County

Permits Possibly Needed:

- Hazardous material in the storm water drainage system: Notification process is most important with hazardous spills. (See sample Notification Checklist from Humboldt County, Div. of Environmental Health). To notify as soon as possible:
 - ✓ County Sheriff – for dispatch and if substance is off-highway in unincorporated area
 - ✓ County Division of Environmental Health – for all incidents
 - ✓ CDFG - if substance is in or near a waterway or affects wildlife – 1-888-334-2258 (CalTIP number)
 - ✓ CDFG – OSPR – Oil and gas spill reporting at 1-888-334-2258
 - ✓ RWQCB – if substance is in or near a waterway (Co. Environmental Health is responsible for notifying)
 - ✓ Local Hazardous Materials Response Team (HMRT) – in the event of a significant hazardous materials incident, Level II or greater, the HMRT shall be requested immediately by on-scene personnel.
 - ✓ State Office of Emergency Services Warning Center – for all incidents – (800) 852-7550 or Oils Spills at 1-800-OILS-911
 - ✓ California Highway Patrol – if substance is on a roadway or State Highway

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- ✓ Coast Guard Marine Safety Office – if spill is near coast, off shore, or in a bay, call 1-800-424-8802 (National Response Center)
 - ✓ US EPA – if substance is in other than navigable waters and response is beyond the capabilities of local and state resources – (800) 424-8802 National Response Center
 - ✓ NMFS – if potential for contamination of stream with listed salmon or steelhead
 - ✓ Landowner(s) of site where spill occurred, if adjacent to county road.
- Fines are likely for those responsible for accidental spills:

DFG: “Water pollution from these unpermitted sources is unlawful: petroleum, acid, coal or oil tar, lampblack, aniline, asphalt, bitumen, or residuary product of petroleum, or carbonaceous material or substance;... or any substance or material deleterious to fish, plant life, or bird life.” Civil penalty of not more than \$25,000 for each violation is possible. (Fish & Game Code Section 5650)