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REGIONAL MARINE POLLUTION EMERGENCY RESPONSE CENTRE FOR THE MEDITERRANEAN SEA (REMPEC)

MEDITERRANEAN ACTION PLAN

NATIONAL WORKSHOP ON HAZARDOUS AND NOXIOUS SUBSTANCES (HNS) CONTINGENCY PLANNING

Alexandria, Egypt
28-30 October 2008

REPORT

NOVEMBER 2008

EXECUTIVE SUMMARY

REMPEC in collaboration with the Egyptian Environment Affairs Agency (EEAA) and the Integrated Simulators Complex (ISC) of the Arab Academy for Science, Technology and Maritime Transport (AASTMT) organised, a National Workshop on HNS Contingency Planning, between 28 and 30 October 2008, in ISC Main Building in the AASTMT, Abu Qir, Alexandria, Egypt.

The workshop was aimed at guiding Government officials in developing a National Contingency Plan for Hazardous and Noxious Substances (HNS) incidents and included the IMO Management Level Model Course - "Introduction to the Response to HNS in the Marine Environment".

The workshop was delivered by REMPEC and three international facilitators from the Centre of Documentation, Research and Experimentation on Accidental Water Pollution (CEDRE), the International Tanker Owners Pollution Federation (ITOPF) and Gorton Consultancy Limited. The facilitators were selected for their involvement in planning and responding to HNS incidents, their expertise and experience.

The course evaluation from the 26 participants showed that the course was relevant to their work, had greatly increased their understanding of HNS response, would assist them on their return to their normal activities and that they recognised the need to develop their contingency planning.

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INTRODUCTION

A national workshop for government administrators and senior managers, on preparedness for and response to marine HNS spills, was held in Alexandria, Egypt between 28th and 30th October 2008. The workshop was organized as part of the on-going programme of REMPEC's activities aimed at assisting the national authorities of the Mediterranean coastal States to develop their national systems for preparedness for and response to accidental marine pollution. It was financed through the Mediterranean Trust Fund (MTF) budget allocated to the Centre to organise and/or support the organisation of a National Training Course on preparedness for and response to marine pollution from ships.

The national training course was based on the IMO Management Level Model Course - "Introduction to the Response to HNS in the Marine Environment". The duration of the seminar was three days. It was aimed at senior administrators within the Egyptian administration concerned with responsibilities related to marine pollution preparedness and response, as well as at senior managers in the chemical sector and shipping/port industries. The majority of participants came from the Egyptian Environment Affairs Agency (EEAA).

The seminar formed part of REMPEC's activities aimed at improving the level of awareness / preparation of the national authorities in the field of preparedness and response to accidental marine HNS pollution. Its complementary goal was to assure a follow up at the national level and to set priorities for the development of national capabilities to respond to accidental marine HNS pollution caused by sea-based sources.

It should be recalled that delegations from Egypt attended a number of regional, sub-regional and national activities implemented by REMPEC in the field of response to marine pollution. These included:

- MEDEXPOL 99/2 – Regional Training Course on New Techniques for Shoreline Pollution (Oil/Chemical) Clean-up, Brest, France 21-25 March 2000;
- MEDEXPOL 2000 – Regional Seminar for Government Administrators and Senior Managers (on Accidental Marine Pollution preparedness and response) , Naples, Italy, 6-10 Nov. 2000;
- MEDEXPOL 2001 – Regional Training Course on Prevention, Preparedness and Response to accidents involving hazardous substances at ship-shore interface, Genoa, Italy, 10-14 Dec. 2001;
- MEDIPOL 2002 - Regional Seminar on response to Oil and Chemical spills for Governments Administrators and senior Managers, St George's Bay, Malta, 29 Oct. - 2 Nov. 2002;
- Sub-regional Training Course on training of trainers (TCY96/INT/08), Nicosia, Cyprus 16-18 May 2000;
- Sub-regional Training Course on New Developments in Shoreline clean-up techniques in the event of an accidental oil pollution, (Cyprus-Egypt-Israel) Malta, 14-16 November 2000;
- Sub-Regional Training Course On Preparedness For And Response To Accidental Marine Pollution For Supervisors And On Scene Commanders From The Mediterranean Arab Countries, Alexandria, Egypt: 11 – 15 May 2002;
- Sub-regional Training Course on Preparedness for and Response to Accidental Marine Pollution for Arabic Speaking Mediterranean Coastal States. Alexandria, Egypt, 3-7 July 2005;
- National Workshop on Oil Spill Compensation , Cairo, 17-19 July 2007.

ORGANIZATION OF THE WORKSHOP

The Egyptian Environment Affairs Agency (EEAA) being REMPEC's National Operational Focal Point, was responsible for the selection and invitation of the participants. The EEAA administration's responsibilities also included making necessary logistic and administrative arrangements and providing secretarial services for the seminar. The arrangements were excellently co-ordinated by Commodore Mahmoud Ismail Mohaamed, General Director & National Coordinator, Environmental Disasters Management, EEAA, Cabinet of Ministers with the assistance of Mr. Ahmed Kasem K. Sheta, Environmental Disasters, Management Director, EEAA.

The workshop was held in the Integrated Simulators Complex (ISC) Main Building in the Arab Academy for Science, Technology and Maritime Transport (AASTMT), Abu Qir, Alexandria, Egypt. The AASTMT supported the logistical arrangement through the permanent assistance of Mr. Mohamed Youssef Omar, Crises Management Systems, ISC, AASTMT.

The logistical arrangements which included the transport of the Lecturers from Cairo to Alexandria and return, coffee breaks, and lunches for the participants and lecturers were covered by AASTMT. REMPEC covered the expenditure related to the participation of the lecturers and its representative.

REMPEC acted as the official point of contact with the national authorities and liaised with them on the dates and venue of the workshop. REMPEC prepared the seminar programme, which was approved by the EEAA authorities.

Mr. Gabino Gonzalez, Programme Officer OPRC was in charge of the organization and of ensuring the smooth running of the workshop.

Course material, consisting of workbooks and presentations of the IMO Management Level Model Course – "Introduction to the Response to HNS in the Marine Environment" was prepared and distributed by REMPEC. From this material the model course presentations were then translated into Arabic by EEAA with assistance from the Arab Academy for Science, Technology and Maritime Transport. On conclusion of the course REMPEC prepared and distributed a CD with a complete record of the workshop program, presentations, workbooks, participants list and contact details and a suite of useful documents and tools.

The seminar was conducted in English language with occasional translation into Arabic, as required.

The majority of participants who attended the workshop came from EEAA with a total of 26 participants attending. The list of participants is given in **ANNEX II**.

Three facilitators, with considerable experience at the international level in responding to oil and HNS spills, conducted the workshop. Their mix of experiences and background, especially (and critically) in HNS response, provided the participants with a unique insight into response issues. The facilitators were as follows:

- Dr Franck Laruelle, Technical Adviser, International Tanker Owners Pollution Federation (ITOPF);
- Mr. François Cabioc'h, Response Department, Centre of Documentation, Research and Experimentation on Accidental Water Pollution (CEDRE);
- Mr. Joe Small, Gorton Consultancy Limited.

PROCEEDINGS OF THE WORKSHOP

The objectives of the seminar were to guide and assist government officials in developing a National Contingency Plan for Hazardous and Noxious Substances (HNS) incidents.

In order to achieve these objectives, REMPEC prepared a seminar programme, which included the IMO Management Level Model Course – "Introduction to the Response to HNS in the Marine Environment". This programme for this workshop comprised of twenty lecture modules, followed by a working group exercise, all of which were illustrated by various visual aids (PowerPoint presentations, videos). The topics covered provided a very good overview of the different considerations and steps

involved in preparing for and responding to HNS incidents. The programme was delivered using powerpoint slides, group discussions, exercises and videos and was aimed at promoting discussions and the sharing of information between facilitators and participants. The facilitators mingled with the participants during breaks thus enabling the facilitators to answer any questions the participants have had and to encourage further discussions applicable to the participant's requirements. The workshop programme and list of presentations can be found respectively in **ANNEX I** and **ANNEX II**.

Opening Ceremony: Welcoming addresses were given by officials from EEAA, REMPEC and AASTMT.

Commodore Mahmoud Ismail Mohaamed, General Director & National Coordinator, Environmental Disasters Management, Egyptian Environmental Affairs Agency, Cabinet of Ministers opened the workshop on behalf of the host country at 0900hrs on 28th October 2008. He welcomed participants to the course and explained the background, the workshop objectives and the current status of preparation within Egypt.

Mr Gabino Gonzalez, OPRC Programme Officer for REMPEC, thanked the organisers and hosts on behalf of REMPEC and explained the background to the work of REMPEC and IMO in this field and the objectives of the workshop. He also highlighted and congratulated the Egyptian Authority for their measures undertaken to strengthen the Egyptian national capacity to response to marine incidents.

Professor Eman Siam, on behalf of AASTMT as hosts of the workshop, welcomed the participants to the Integrated Simulators Complex and described their role in the advancement of marine training in the region.

Mr Gabino Gonzalez then introduced the workshop format and the facilitators and asked each participant in turn to introduce themselves, their HNS experience and their ambitions for the workshop.

Summary of Presentations: All participants were provided with a workbook containing the presentations. A full list of the presentations can be found in **ANNEX I** but a summary of the different presentations is given hereunder:

Introduction to HNS Response: Joe Small, Gorton Consultancy Limited, introduced participants to HNS pollution response and demonstrated the differences in the response to oil and HNS incidents. The module considered the scale of products being transported, the definitions of oil and HNS, the nine basic steps in spill response, the challenges of HNS response and the challenges that need to be addressed when designing and implementing an HNS response system.

International Legislation for the transport of HNS: Franck Laruelle, ITOPF, introduced the legislation that covers the transport of HNS by sea. This included an introduction to the role and work of IMO, the key IMO conventions in respect of pollution prevention and response and the obligations of OPRC 1990 and the OPRC-HNS Protocol 2000.

Management of Dangerous Good in Egypt: Dr Mohamed Mehrem, Mehrem Group, presented an overview of the management of dangerous goods in Egypt and highlighted *inter alia* the Egyptian classification of hazardous wastes and the Egyptian Hazardous Substances Information and Management System (http://www.eeaa.gov.eg/ehsims).

Chemical Substances: François Cabioc'h, CEDRE, introduced participants to chemical substances. This module included an introduction to the physical properties of HNS, a description of HNS by their hazards and behaviour groupings, an explanation of the types of chemical reactions and incompatibilities, the toxic effects of HNS, the environmental effects of HNS, the work of GESAMP and the GESAMP classification guide.

HNS Transportation: Joe Small, described the way in which different chemicals are carried at sea. This included the regulations and guidelines that are in force and available, a description of the types of maritime accidents that could lead to a release of HNS and explain the contents and use of the International Maritime Dangerous Goods (IMDG) Code and supplements. This module concluded with an exercise on the use of the IMDG Code which participants were encouraged to work on overnight.

Egyptian Case Study: Dalia S: Captain Nabil Abd Elwahab presented the “DALIA-S” incident which took place in 2000 in Abu-Qir Bay, east of Alexandria. The general cargo vessel was carrying a cargo of nitric acid.

Key Components of an Emergency Response System: Franck Laruelle explained the key components of an optimal emergency response system. This include the organisational arrangements, the planning requirements, the monitoring and reporting requirements, the need for defined operational procedures, the need for training and exercising and the need for appropriate funding and claim preparedness.

Response Organisation: Franck Laruelle described an optimised response organisation, looked at the different phases of response, why this approach was so effective and gave an understanding of the benefits of this approach.

Response Methods – Vessels: Joe Small described the available strategies in responding to an HNS release onboard a vessel. This included the priorities to be considered, what options are available to the vessel’s crew, what are the options when considering intervening on the vessel, how to evaluate the incident and the considerations of evacuation or sheltering.

Response Methods – HNS Releases: François Cabioc’h introduced the subject of how to respond to a release of HNS. This included the categories of response based on the physical characteristics of the product; forecasting, monitoring and combating.

Health and Safety: Joe Small described the essential subject of health and safety. This include the roles and duties of the health and safety officer, the need for an effective health and safety strategy, the degrees and levels of individual protection and the selection of the most appropriate personal protective equipment (PPE).

Decontamination: François Cabioc’h explained the principles of decontamination. The module considered the role of the decontamination control office, methods and examples of decontamination.

Disposal: François Cabioc’h explained the principles of disposal. The module considered the types of waste and the disposal options for HNS waste.

Post-Operational Activity: Franck Laruelle described the termination considerations for bringing operations to an end, considered the reasons of why clean-up was necessary, considered the requirements for demobilising resources, considered the post operational activity including analysing and reviewing the lessons learned, and described the claims assessment procedure.

Media Awareness – Oil and HNS: Joe Small introduced the subject of media awareness. This included a consideration of communications and media issues, the different types of media communications, the key elements of communication plans and media relations plans, incident information flow, a description of the factors involved in the successful handling of the media, detailed the facilities required for the media, described the guidelines for a successful media interview and the key points for an effective news conference.

Case Histories – Oil and HNS: Joe Small, François Cabioc’h, and Franck Laruelle presented a series of case histories involving HNS. These ranged from the MSC Napoli, ECE, Samho Brother and the Ievoli Sun. The cases were selected to illustrate and reinforce specific lessons from the workshop.

Contingency Planning: Franck Laruelle introduced the subject of contingency planning for HNS incidents. This included the purpose and types of contingency plans, the key components of plans and the development of a national response system. It returned to the theme of the requirements under the OPRC 1990 and the OPRC-HNS Protocol 2000 and the status of these conventions in the participant’s countries. It looked at the contingency planning process; information gathering, strategy development and the contents of an operational plan.

The Egyptian National Oil Spill Contingency Plan: Commodore Mahmoud Ismail Mohaamed, EEAA, presented an introduction to the Egyptian national contingency plan currently in place to respond to oil pollution incidents.

Existing National System: The UK National System: Joe Small presented an overview of the UK national system to respond to HNS incidents.

Existing National System: The French National System: François Cabioc'h presented an overview of the French national system to respond to HNS incidents.

Working Group Exercise: Gabino Gonzalez, REMPEC and Joe Small introduced the participants to a class exercise that was included in their workbooks and CD and which could be exercised when they returned to their home stations. However in order to achieve the objectives of the workshop participants were divided intro three groups and presented with a series of questions concerning the preparedness and development of an HNS contingency plan. A copy of these questions and a summary of the workshop responses can be found in **ANNEX III**.

The facilitators were on hand to assist the groups as required. On completion of the exercise a spokesperson was nominated from each group to present their findings. These were summarised, agreed by the workshop and recorded.

Workshop Material:

REMPEC provided each participant with a workbook and a CD containing the following documents:

- Workshop Programme;
- Participant List and Contact Details;
- Workbook Modules ;
- Workshop Power Point Presentations;
- Student Manual of the IMO Management Level Model Course - "Introduction to the Response to HNS in the Marine Environment";
- Set of practical tools, databases, guidelines and manuals related to HNS response; and
- Video of Workshop

A full list of the practical tools, databases, guidelines and manuals related to HNS response contained on the CD can be found in **ANNEX IV**.

Closing Ceremony:

During the closing ceremony, on behalf of the host country, Commodore Mahmoud Ismail Mohaamed, EEAA, thanked the participants for their enthusiasm and willingness. He noted that they had been introduced to a number of new topics and that this workshop, aided by the results of the working group exercise would assist them in further developing their National HNS Contingency Plan.

Mr. Gabino Gonzalez, OPRC Programme Office for REMPEC thanked all those present for their contribution to the workshop and emphasized that the Centre intends to continue supporting initiatives at the national level with a view to assisting the competent national authorities, in defining a national contingency plan. He also presented participants with numbered Certificates, which had been prepared by REMPEC. A copy of the specimen of the Certificate is given in **ANNEX V**.

Commodore Mahmoud Ismail Mohaamed, EEAA, declared the workshop closed at 1630hrs on Thursday 30 October.

EVALUATION OF THE WORKSHOP

The seminar was aimed at senior government officials and key industry personnel who would be involved in the development of a national contingency plan for the response to hazardous and noxious substances (HNS) in the marine environment and representatives of those departments, agencies and companies who may be involved in the response to HNS marine incidents.

On the last day of the Workshop, the participants were asked to fill in a "Workshop Evaluation Questionnaire". These were aimed at obtaining an assessment of the seminar, but also at gathering suggestions that could be used for planning future training activities.

The Evaluation questionnaire did not include the name of the participants in order to obtain as objective and sincere replies as possible. A specimen of the "Workshop Evaluation Questionnaire" is given in **ANNEX VI**.
Out of 26 participants 12 returned duly filled in evaluation forms. These completed evaluation forms have been returned to REMPEC for any further evaluation.

A summary of the main answers and comments made by the participants are shown in the table below.

Feedback from Questionnaires

A. WORKSHOP OBJECTIVES: Did the workshop measure up to its goal to provide an awareness of the following major functions concerning the management of HNS spills?

FUNCTION	**SCORE** **1 = did not meet; 2 = met in part; 3 = fully met**
Orientation	2.8
Introduction to HNS Response	2
Legislation	2
Chemical Substances	2
HNS Transportation	3
Response	2
Media Awareness	3
Contingency Planning	2
Case History – Discussion	3
Group Exercise	3
OVERALL RATING	**2.5**

B. OVERALL EVALUATION OF THE WORKSHOP

QUESTION	**RESPONSE**	
	YES	**NO**
Are there topics not covered in this workshop which you feel should be included?	33%	67%
Are there topics which you feel were not appropriate to this workshop?	8%	92%
Would personal copies of reference material be of assistance during the workshop?	100%	0%
Would personal copies of reference material be of assistance after the workshop?	92%	8%
Should any subject material presented during the workshop be given more time or emphasis?	42%	58%
Did the presentations relate to the international nature of the participants?	100%	0%
Does this workshop apply as it is, if given within your home country?	83%	8%
Would you recommend this workshop to your home organization?	100%	0%

C. WORKSHOP ORGANISATION / ADMINISTRATION

QUESTION	RESPONSE	
	YES	NO
Were the facilities adequate for this kind of workshop?	100%	0%
Was the number of participants appropriate for this kind of workshop?	100%	0%
Was the workshop organisation/administration supportive of the aims and objectives of the workshop?	100%	0%
Was the workshop length appropriate?	42%	58%
Was the information regarding the objective, scope and subject areas you received prior to the workshop sufficient?	92%	8%
Would a pre-workshop reading assignment or exercise prove useful?	92%	8%
Do you have any suggestions for improving the administrative arrangements for future workshops similar to the one you are now participating in?	50%	42%
Do you see any need for further assistance from IMO in the delivery of similar workshops or other training workshops?	75%	25%

Feedback Comments

A summary of the comments included in the received questionnaires reveals that the participants:

- Considered the sessions were delivered successfully;
- Recommend the workshop to their colleagues and concerned agencies;
- Noted that the days were intensive and tiring;
- Recommended that between 1 and 2 days be added to the course duration;
- Seek more discussions on case histories;
- Noted that the facilities and organisation was very good;
- Seek training at different levels for their personnel;
- Noted that this will help in preparing their HNS contingency plans;
- Wished to see more manuals translated into Arabic.

Feedback Summary

It can be seen from the above responses that the participants appreciated and valued the workshop content, material and the facilitators. A number of participants indicated that they thought that the course was too short and would like to have participated in more practical and hands-on training.

All participants agreed that the content of the workshop was related to their actual work and that they were now better equipped as a result of their participation. It is very encouraging that a high percentage indicated that this workshop would allow their organizations to support the development of HNS contingency plans.

With the exception of the computer projection the facilities provided could not be faulted and requests for assistance were met with a timely and appropriate response.

CONCLUSIONS AND RECOMMENDATIONS

Overall, this workshop was very successful in helping the participants to identify the very specific issues related to HNS marine pollution response and delivered a grounding in HNS contingency planning that can be built upon. The level of responses to the questionnaires indicated that they were now better informed and equipped as a result of their participation.

However, in order to build on the lessons learned, the recommendations arising from this workshop are as follows:

- The presence and assistance of REMPEC's OPRC Programme Officer was very valuable and contributed to the success of the workshop.

- Regardless of their level of seniority participants should complete the operational level HNS model course before undertaking the managerial level.

- Due to the predominance of colour photographs and graphics all workbooks or hand-outs should be printed in colour.

- Facilitators need to be flexible, knowledgeable and credible, with practical experience of maritime operations, HNS response.

- Facilitators need to be selected to complement each others skills.

- The time distribution of Module 5 was adjusted by the facilitators to further emphasize important aspects of the modules. This distribution shall be considered in future lectures depending on the scope of the training.

- While it is recognized that the IMO HNS Model Course can be run in three days, the integration of the IMO HNS Model Course into a workshop requires at least four days enabling as a minimum half day strictly dedicated to discussions.

- The momentum should be maintained in the region with a series of follow-up workshops

- Consideration should be given to running a series of workshops at the operational level of HNS response

- Consideration should be given to running a workshop aimed at HNS response to assist the Egyptian authorities in further developing their HNS preparedness and contingency planning

- The Egyptian Environmental Affairs Agency (EEAA) will provide the International Maritime Organization and REMPEC with a copy of the bilingual (Arabic/English) PowerPoint presentations to be used in future training/workshop in Arabic countries. In this respect, EEAA is willing to host a sub-regional workshop or training on the matter for Arabic countries to give the benefice of this first experience in the region to other Arabic countries.

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ANNEX I

PROGRAMME OF THE WORKSHOP

PROGRAMME

Day 1	
09h00	**Opening Ceremony** Capt. Mahmoud Ismail Gabino Gonzalez (REMPEC) Prof. Eman Siam (AASTMT)
10h00	**Registration and introduction on the workshop (G. Gonzalez)** Introduction and description of the workshop and its objectives; Presentation of the lecturers ; and Presentation of the participants (Role and experience in the field of HNS).
10h30	Coffee Break
11h00	**Module 1. Introduction to HNS Response (Joe Small)** Dangers and challenges of an HNS Spill HNS Response: organisation and steps
11h45	**Module 2. International Legislation (Franck Laruelle)** International Legislation, Codes of Practice, Compensation & Liability Regime
12h30	Lunch
13h45	**Management of Dangerous Goods Operations (Dr Mohamed Mehrem)** The presentation provides an overview of the management of dangerous cargos in Egypt.
14h15	**Module 3. Chemical Substances (François Cabioc'h)** Toxic and environmental effects of HNS
15h00	Coffee Break
15h30	**Module 4. HNS Transportation (Joe Small)** Modes of HNS Transport, carriage regulations and guidance Types of accidents and hazards Use of IMDG Code and Supplements Class Exercise
17h30	End of the day 1

Day 2	
09h00	**Egyptian Case Study: Dalia-S (Capt. Nabil Abd Elwahab)** The presentation introduces the case of the General Cargo "DALIA-S" incident which took place in 2000 in Abu-Qir Bay, East of Alexandria. The vessel carried Nitric Acid.
09h30	**Module 5. Response - Section A (Franck Laruelle)** **Key Components of an Emergency Response System**
10h00	**Module 5. Response - Section B (Franck Laruelle)** **Response Organisation**
10h30	Coffee Break
11h00	**Module 5. Response - Section C (Joe Small)** **Response Methods – Vessels**
11h30	**Module 5. Response - Section D (François Cabioc'h)** **Response Methods – HNS Releases**
13h00	Lunch
14h00	**Module 5. Response - Section E (Joe Small)** **Health and Safety**
14h45	**Module 5. Response - Section F (François Cabioc'h)** **Decontamination**
15h00	**Module 5. Response - Section G (François Cabioc'h)** **Disposal**
15h15	**Module 5. Response - Section H (Franck Laruelle)** **Post Operational Activity**
15h30	Coffee Break
16h00	**Module 6. Media Awareness (Joe Small)**
16h30	**Module 8. Case Histories (F. Laruelle, J. Small and F. Cabioc'h)** Class Discussion
17h30	End of the day 2

Day 3	
09h00	**Module 7. Contingency Planning (Franck Laruelle)**
09h30	**The Egyptian National Oil Spill Contingency Plan (Captain Mahmoud Ismail)** The presentation introduces the Egyptian national contingency plan currently in place to respond to oil pollution incidents.
10h00	**Existing National System: The UK National System (Joe Small)** An overview of the UK national system to respond to HNS incidents.
10h30	Coffee Break
11h00	**Existing National system: the French National System (François Cabioch')** An overview of the French national system to respond to HNS incidents.
11h30	**Chemical Spill Exercise**
12h45	Lunch
13h45	**Exercise debrief** Each Group reports on the approach taken by the group to respond to the incident; lecturers evaluate and comment the approach taken by the different groups.
15h00	Coffee Break
15h30	**Closing Ceremony**
16h00	End of the workshop




ANNEX II

LIST OF PARTICIPANTS

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ANNEX III

WORKING GROUP EXERCISE

Exercise Tasks

The workshop was split into three groups and asked to consider, building on the workshops' guidance, the following questions in connection with an HNS marine pollution incident.

Task 1. Response Structure

What will be the command structure?
Who will be in charge?
What other agencies, departments or companies, etc should be involved?

Task 2. Information

What information do you need?
How will you get this information?
How will you receive/transmit this information to the response teams?

Task 3. Response Resources

What resources do you have available?
Do you need more resources and where can you get them from?

Once the groups had had sufficient time to consider the questions and to work together to produce a response the workshop reconvened. Each task and question was considered in turn and a nominated spokesperson from each group contributed their considerations. These were debated by the workshop and a consensus arrived at which was summarized and recorded. The summary of the answers brought forward by the working groups is shown overleaf.

SUMMARY OF ANSWERS

TASK	SECTION	QUESTION	WORKSHOP RESPONSE	FACILITATORS OBSERVATIONS
1.	**Response Structure**	**What will be the command structure?**	National Authority: EEAA • Similar to National Oil Spill Plan • Committee Liaison between national and local plans Agencies represented but at different levels Port plans exist but need to be extended to cover all ports Tiered approach (T1 – port, T2 – national plan) Includes relevant authorities and industry Wish to encourage private sector to develop response capability	Response could be shared between offshore zones, near shore zones and harbours (all limits would need to be defined) together with a hierarchical organisation of the authorities (local, port, regional, national) and level of seriousness of the incident (Tier 1, 2, 3). Who will decide the level of seriousness? Best solution consists of s**ystematic reporting** to local, regional authorities, national authorities. Emphasis should be made upon this phase. **Gathering experts** at each level of the organisation scheme: these experts or specialist (fire brigades, chemists, public sector or private.) should be listed in each plan, at each level of organisation (Harbour, Local, Regional, National). Emergency experts (24H duty), Engineers, Scientists (not liable to be reached 24h a day. Need to underline the necessity of organisation of the experts Committees. It is not use organising an emergency meeting of 20 persons or experts, each one giving his own advice. Mess guaranteed!
		Who will be in charge?	National: EEAA Port: Port Authority	
		What other agencies, departments or companies, etc should be involved?	**National Committee Oil Spill** plus Petrochemical & chemical industry Local Governorate Private sector – response services Interior Ministries – Civil Protection Radioactive Authority Meteorological Authority Egyptian GESAMP	
2.	**Information**	**What information do you need?**	Cargo manifest: ship, agent, port, owner MSDS: ship, agent, port, owner IMDG Code: ship, port, cargo shipper Access to experts: EEAA, REMPEC Any relevant experience or history: EEAA, REMPEC Weather conditions & forecast: port, EEAA, Navy Ship agency: ship, agent, port Ship's owner: ship, agent, port	All the documents listed during the discussion are useful (GESAMP, IMDG, CHRIS). Let the experts make their own choice, depending on their level of expertise (emergency, intermediate, or national). In the very first period after the incident we need quick and synthetic information. Later in the crisis the reading of the GESAMP profile of the substance is required, same for the MSDS which requires a bit more attention and being familiar with this type of document.

TASK	SECTION	QUESTION	WORKSHOP RESPONSE	FACILITATORS OBSERVATIONS
			Salvage capacity available in the area: port, EEAA GIS sensitivity: EEAA	In the Plan, one annexe should contain an Emergency Information Sheet to serve as a guide to provide the authorities and experts with enough information to understand the situation. All the information listed during the discussion are useful, but need to be well adapted to the level of the crisis (emergency models, sophisticated models, long term effect models etc).
		How will you get this information?	See above plus Industry ITOPF IMO/REMPEC CEDRE	
		How will you receive/transmit this information to the response teams?	Telephone Fax E-mail VHF – Intrinsically Safe! Explosion proof radio/telephone Telex Secure communications	
3.	**Response Resources**	**What resources do you have available?**	GIS Sensitivity Weather Forecast models Capacity of stockpiles and combating centres (local & international) Tug & supply vessels Fire-fighting PPE Helicopters Navy	The plans should present the resources available depending on the: Type of accident – collision, fire, spill. Type of chemicals involved (evaporators, sinkers) Just remember that if the chemical is **spilled at sea**, it is very difficult to recover. The main practical options are to monitor, forecast and notify. If the chemical is still **inside the disabled vessel**, that means that it is more of a salvage/transfer salvage operation. That requires a specialised company, ordered by the ship owner under control of the Authority in charge. Same for harbours or Near shore zones. In case of spill the best action will be to monitor and forecast the behaviour of the chemical in order to decide to evacuate the population or to confine the people in their house. In harbours, fire fighting equipment (water sprays) are useful. Private companies can be contracted to provide site specialists fully equipped with PPE.
		Do you need more resources and where can you get them from?	Need more resources (according to risk assessment) Inventory of current equipment needed Gap analysis Potential sources: Neighbouring countries Regional and International capabilities Sub-regional agreements Ship owner & insurers	

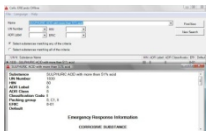
ANNEX IV

SUMMARY OF HANDOUT MATERIAL

TOOLS & DATABASES

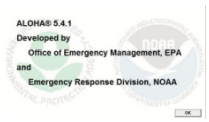
MIDSIS-TROCS

The Mediterranean Integrated Decision Support Information System (MIDSIS-TROCS) version 2.0, is an information support system based on TROCS 2001 database, developed by the Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (REMPEC) in collaboration with Malta University Services (MUS). It has been produced within the framework of the Mediterranean Action Plan with a view to providing the Mediterranean coastal States with a decision-support tool. It is aimed at assisting REMPEC's Operational Focal Points in the decision making process when dealing with marine pollution emergencies caused by releases of hazardous and noxious substances (HNS), as well as by certain crude and refined oils.



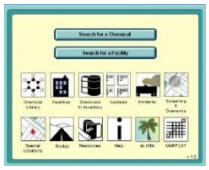
ERIRCards

The CEFIC Emergency Response Intervention Cards (ERICards or ERIC's) provide guidance on initial actions for fire crews when they first arrive at the scene of a chemical transport accident without having appropriate and reliable product specific emergency information at hand. For more details consult the Ericard manual.



ALOHA

ALOHA (Areal Locations of Hazardous Atmospheres) is a computer program designed especially for use by people responding to chemical releases, as well as for emergency planning and training. For more details consult the ALOHA manual.



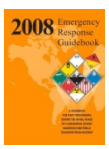
CAMEO

CAMEO is a suite of software programs you can use to plan for and respond to chemical emergencies. It was developed for chemical emergency planners and responders by the CAMEO team. For more details consult the CAMEO manual.

CHRIS

The Chemical Hazards Response Information System (CHRIS) is designed to provide information needed for decision-making by responsible Coast Guard personnel during emergencies that occur during the water transport of hazardous chemicals. The database is accessible on-line:

http://www.chrismanual.com/findform.htm. For more details consult CHRIS introduction. The Compatibility Chart show chemical combinations believed to be dangerously reactive in the case of accidental mixing.



ERG 2008

The 2008 Emergency Response Guidebook (ERG2008) is primarily a guide to aid first responders in quickly identifying the specific or generic hazards of the material(s) involved in the incident, and protecting themselves and the general public during the initial response phase of the incident.

Conversion Calculator

A powerful conversion tool with responder specific categories, such as Volume to Weight and Application Rates, in addition to hundreds of standard units

REMPEC Regional Information System - Part D

Operational Guides and Technical Documents

Prevention and Emergency Protocol

Protocol concerning cooperation in preventing pollution from ships and, in cases of emergency, combating pollution of the Mediterranean Sea

Guide for combating accidental Marine Pollution in the Mediterranean

The guidelines are aimed at providing a general overview in the field of preparedness and response. Details are given on the various elements to be considered by governments when preparing and dealing with oil spill incidents. The document description of contingency plans, response methods, notifications procedures, etc....

The Significance of a Material Safety Data Sheet

This technical document is intended to provide response personnel and other interested parties with an explanation of the basic terminology and definitions contained in a data sheet.

Personal protective equipment and monitoring devices for maritime chemical emergencies

The purpose of this document is to provide background information on the various aspects to consider in the acquisition of personal protection equipment and to provide those in charge of response operations with the necessary information for the selection of the appropriate equipment in relation to the conditions and hazards encountered in a hazardous material spilled.

Theory and practice of foams in chemical spill response

The main body of the document is a synopsis of the subject matter and is aimed at providing those involved in response operations with background information on the various technicalities associated with the use of foam as a response method.

Risks of gaseous releases resulting from maritime incidents

The primary purpose of this document is to provide emergency planning personnel within the competent authorities responsible for combating accidental pollution, with informative background on the issues related to this topic and it is intended for those response personnel, in particular decision-makers, who have a basic maritime and technical background.

Practical Guide for Marine Chemical Spills

The guide contains response options presented in decision-tree format which are reinforced by tables, matrices and diagrams, some of which represent actual experiences at marine incident sites. The decision-trees are based on the behaviour classification system for chemicals spilled at sea which is a scheme accepted by the International Maritime Organization and other regional arrangements for combating accidental marine pollution.

IMO/IPIECA Guidelines

A Guide to Contingency Planning for Oil Spills on Water (Arabic Version) (English Version)
While the environmental priority for all tanker operations is the prevention of oil spills, it is recognized that marine spills are a factor for which management must plan. This report describes the elements of the contingency planning process and stresses the importance of cooperative activity between industry and government.

IMO/IPIECA Oil Spill Report Series - Guide to Oil Spill Exercise Planning (Arabic Version) (English Version)
This report has been designed to guide all those in government or industry who are faced with the responsibility of developing and managing oil spill response exercises. A series of case studies provide examples of such exercises, as carried out by many IPIECA member companies.

IPIECA / ITOPF Briefing Paper Series - Oil Spill Compensation
The purpose of this Guide, which has been recently updated, is to provide a summary of the fundamental features of the two Conventions, and to provide a basis on which tanker owners, oil companies and other interested parties can promote their ratification by all coastal States. The Guide comprises an explanatory text and a series of answers to commonly asked questions.

Choosing Spill Options to Minimize Damage: Net Environmental Benefit Analysis

Once oil has been spilled, urgent decisions need to be made about the options available for clean-up. The advantages and disadvantages of different responses need to be weighed up and compared both with each other and with those of natural clean-up. This process is sometimes known as 'net environmental benefit analysis'. This publication outlines the evaluation process and provides examples of clean-up options both onshore and offshore.

IMO/IPIECA Oil Spill Report Series - Sensitivity Mapping for Oil Spill Response

The making and updating sensitivity maps are key activities in the oil spill contingency planning process. This report provides information and guidelines on different types of map, categories of information to be included and symbols to be used, with reference to the various potential users and their requirements.

IPIECA Guide to Tiered Preparedness and Response

This report supersedes 'The Use of International Oil Industry Spill Response Resources: Tier 3 Centres'. It describes the principles of Tiered Preparedness and Response, and provides guidance on designing and building oil spill response capabilities. Following these principles will assist in the development of suitable capabilities commensurate with the oil spill risk at the local, regional, national and international levels.

CEDRE Guidelines

Chemical Response Guides

A series of guides providing rapid access to the necessary initial information in the event of a chemical spill. The guides can be downloaded from CEDRE Website (www.cedre.fr). The following guides are available on the present CD:

- 1,2Dichloroethane
- Ammoniac
- Benzene
- Dimethyl Disulphide
- ·Ethyl Acrylate
- Sodium Hydroxide - 50%
- Styrene
- Sulphuric acid
- Vinyl Chloride
- Xylene

Containers and packages lost at sea

The aim of this operational guide is to provide the information necessary for an initial decision to be taken even before any precise information from the shipping companies involved is available.

Ecological Monitoring of Accidental Water Pollution

This guide is aimed at decision-makers liable to be involved in designing and implementing ecological monitoring programmes in the aftermath of an accidental water pollution incident.

Response to Small-Scale Pollution in Ports and Harbours

This guide aims to provide operational answers to all the questions which responders may have on the choice of response techniques and materials suitable for small pollution incidents in ports and harbours.

Vegetable Oil Spills at Sea

The objective of this guide is to offer useful scientific and technical facts to those involved in order to:

- assess the risk
- make decisions regarding the timeliness of a response
- select any action to be taken
- - inform the public of the situation and prospects.

UNEP/IMO Guidelines

IMO-OMI UNEP-PNUE

APELL - Awareness and Prepardness for Emergencies at Local Level

APELL's overall goals are to prevent loss of life or damage to health and social well-being, avoid property damage and ensure environmental safety in the local community. Its specific objectives are a) to provide information to the concerned members of the community on the hazards involved in industrial operations in the neighbourhood and the measures taken to reduce the resulting risks; b) review, update or establish emergency response plans in the local area; c) increase local industry involvement in community awareness and emergency response planning; d) integrate industry emergency plans with local emergency response plans into one overall plan for the community to handle all type of emergencies.

ANNEX V

SPECIMEN CERTIFICATE OF ATTENDANCE

EEAA

REGIONAL MARINE POLLUTION EMERGENCY RESPONSE CENTRE FOR THE MEDITERRANEAN SEA (REMPEC)

CERTIFICATE

No.

This is to certify that

_____

has attended the

NATIONAL WORKSHOP ON HNS CONTINGENCY PLANNING

including the

IMO MODEL COURSE
INTRODUCTION TO THE RESPONSE TO HNS IN THE MARINE ENVIRONMENT
"MANAGER LEVEL"

held in the

Arab Academy for Science, Technology and Maritime Transport
Abu Qir, Alexandria, Egypt
28-30 October 2008

organized within the framework of the

MEDITERRANEAN ACTION PLAN

by the

EGYPTIAN ENVIRONMENTAL AFFAIRS AGENCY (EEAA)

in co-operation with the

INTEGRATED SIMULATORS COMPLEX

_____

Mr. Frederic HEBERT
Director, REMPEC



ANNEX VI

EVALUATION QUESTIONNAIRE

A: WORKSHOP OBJECTIVES

Please respond by marking the appropriate column and provide written comments where necessary.

Did the workshop measure up to its goal to provide an awareness of the following major functions concerning the management of oil spills.		**Did not meet**	**Met in part**	**Fully met**
1	Orientation	**1**	**2**	**3**
2	Introduction to HNS Response	**1**	**2**	**3**
3	Legislation	**1**	**2**	**3**
4	Chemical Substances	**1**	**2**	**3**
5	HNS Transportation	**1**	**2**	**3**
6	Response	**1**	**2**	**3**
7	Media Awareness	**1**	**2**	**3**
8	Contingency Planning	**1**	**2**	**3**
9	Case History - Discussion	**1**	**2**	**3**
10	Exercise	**1**	**2**	**3**
11	**Comments**			

B: OVERALL EVALUATION OF THE WORKSHOP

1	What sessions need improvement, if any? How could they be improved?
2	List in order the sessions which are most important to you.

3	Are there topics not covered in this workshop which you feel should be included? (If yes, please list)	**Yes**	**No**
4	Are there topics which you feel were not appropriate to this workshop? (If yes, please list)	**Yes**	**No**
5	Please comment on the need for reference materials		
A. "Manual on Chemical Pollution Section 1 Problem Assessment and Response Arrangements", IMO			
B. Other IMO publications			
Would personal copies be of assistance:			
During the workshop?		**Yes**	**No**
As reference material for use after the workshop?		**Yes**	**No**
Could you recommend additional references which could be used? Please specify.			
6	Should any subject material presented during the workshop be given more time or emphasis (If yes, please explain)	**Yes**	**No**
7	Did the presentations relate to the international nature of the participants? (Please explain)	**Yes**	**No**
8	Does this workshop apply as it is, if given within your home country? What, if any, changes need to be made to be given in your country? (Please explain)	**Yes**	**No**

9	Would you recommend this workshop to your home organisation? For whom? (Please explain)	**Yes**	**No**

C: WORKSHOP ORGANISATION / ADMINISTRATION

1	Were the facilities adequate for this kind of workshop? (Please explain)	**Yes**	**No**
2	Was the number of participants appropriate for this kind of workshop? (Please explain)	**Yes**	**No**
3	Was the workshop organisation / administration supportive of the aims and objectives of the workshop? (Please explain)	**Yes**	**No**
4	Was the workshop length appropriate?. Please explain or comment on length of instructional days, overall workshop length, length of exercises, etc.	**Yes**	**No**
5	Was the information regarding the objective, scope and subject areas you received prior to the workshop sufficient? (If no, please specify)	**Yes**	**No**
6	Would a pre-workshop reading assignment or exercise prove useful?	**Yes**	**No**

7	Do you have any suggestions for improving the administrative arrangements for future workshops similar to the one you are now participating in? (Please specify)	**Yes**	**No**
8	Do you see any need for further assistance from IMO in the delivery of similar workshops or other training workshops? (If yes, please specify)	**Yes**	**No**

ANNEX VII

SUMMARY OF PARTICIPANTS' RESPONSES

SECTION	QUESTION		RESPONSE			PARTICIPANTS' RESPONSES											
						1	2	3	4	5	6	7	8	9	10	11	12
A	Did the workshop measure up to its goal to provide an awareness of the following major functions concerning the management of HNS spills		1 Did not meet	2 Met in part	3 Fully met												
	1	Orientation				3	3	3	3	3	3	3	2	3	3	3	2
	2	Introduction to HNS Response				3	3	3	3	3	3	3	2	3	2	3	2
	3	Legislation				3	3	3	3	2	2	3	2	3	1	3	2
	4	Chemical Substances				3	2	2	2	3	3	3	2	2	1	2	2
	5	HNS Transportation				3	3	3	3	2	3	3	2	2	2	2	3
	6	Response				3	2	3	3	3	3	2	2	3	2	2	2
	7	Media Awareness				3	3	2	3	2	3	3	2	3	2	3	3
	8	Contingency Planning				3	2	2	2	2	3	3	2	3	2	2	2
	9	Case History - Discussion				3	2	3	3	1	3	2	1	3	2	2	3
	10	Group Exercise				3	3	3	3	1	2	2	1	2	2	3	3

SECTION	QUESTION		RESPONSE (YES/NO)											
B	3	Are there topics not covered in this workshop which you feel should be included?	N	Y	N	N	Y	N	N	Y	Y	N	N	N
	4	Are there topics which you feel were not appropriate to this workshop?	N	N	N	N	N	N	N	Y	N	N	N	N
	5.B.1	Would personal copies of reference material be of assistance during the workshop?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	5.B.2	Would personal copies of reference material be of assistance after the workshop?	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y
	6	Should any subject material presented during the workshop be given more time or emphasis?	N	Y	Y	N	Y	Y	N	N	N	N	Y	N
	7	Did the presentations relate to the international nature of the participants?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	8	Does this workshop apply as it is, if given within your home country?	Y	N	Y	Y	Y		Y	Y	Y	Y	Y	Y
	9	Would you recommend this workshop to your home organization?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

SECTION	QUESTION		RESPONSE (YES/NO)											
C	1	**Were the facilities adequate for this kind of workshop?**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	2	**Was the number of participants appropriate for this kind of workshop?**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	3	**Was the workshop organisation/administration supportive of the aims and objectives of the workshop?**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	4	**Was the workshop length appropriate?**	Y	N	Y	Y	N	Y	N	N	Y	N	N	N
	5	**Was the information regarding the objective, scope and subject areas you received prior to the workshop sufficient?**	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
	6	**Would a pre-workshop reading assignment or exercise prove useful?**	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y
	7	**Do you have any suggestions for improving the administrative arrangements for future workshops similar to the one you are now participating in?**	N	Y	N	N	Y	Y	N	Y	Y	Y	N	N
	8	**Do you see any need for further assistance from IMO in the delivery of similar workshops or other training workshops?**	Y	Y	Y	N	Y	Y	Y	Y	N	Y	Y	N

ANNEX VIII

ANALYSIS OF PARTICIPANTS' RESPONSES

Section	Question		Response			
	Did the workshop measure up to its goal to provide an awareness of the following major functions concerning the management of HNS spills		1 Did not meet	2 Met in part	3 Fully Met	Participant's Response
A	1	Orientation	Overall Average Rating =			2.8
	2	Introduction to HNS Response	Overall Average Rating =			2
	3	Legislation	Overall Average Rating =			2
	4	Chemical Substances	Overall Average Rating =			2
	5	HNS Transportation	Overall Average Rating =			3
	6	Response	Overall Average Rating =			2
	7	Media Awareness	Overall Average Rating =			3
	8	Contingency Planning	Overall Average Rating =			2
	9	Case History - Discussion	Overall Average Rating =			3
	10	Group Exercise	Overall Average Rating =			3

Section		Questions	Yes	"Yes" Percentage	No	"No" Percentage
B	3	Are there topics not covered in this workshop which you feel should be included?	4	33%	8	67%
	4	Are there topics which you feel were not appropriate to this workshop?	1	8%	11	92%
	5.B.1	Would personal copies of reference material be of assistance during the workshop?	12	100%	0	0%
	5.B.2	Would personal copies of reference material be of assistance after the workshop?	11	92%	1	8%
	6	Should any subject material presented during the workshop be given more time or emphasis?	5	42%	7	58%
	7	Did the presentations relate to the international nature of the participants?	12	100%	0	0%
	8	Does this workshop apply as it is, if given within your home country?	10	83%	1	8%
	9	Would you recommend this workshop to your home organization?	12	100%	0	0%

Section		Questions	Yes	"Yes" Percentage	No	"No" Percentage
C	1	Were the facilities adequate for this kind of workshop?	12	100%	0	0%
	2	Was the number of participants appropriate for this kind of workshop?	12	100%	0	0%
	3	Was the workshop organisation/administration supportive of the aims and objectives of the workshop?	12	100%	0	0%
	4	Was the workshop length appropriate?	5	42%	7	58%
	5	Was the information regarding the objective, scope and subject areas you received prior to the workshop sufficient?	11	92%	1	8%
	6	Would a pre-workshop reading assignment or exercise prove useful?	11	92%	1	8%
	7	Do you have any suggestions for improving the administrative arrangements for future workshops similar to the one you are now participating in?	6	50%	5	42%
	8	Do you see any need for further assistance from IMO in the delivery of similar workshops or other training workshops?	9	75%	3	25%