**ANNEX II.3**

**STANDARD FORM FOR REQUEST OF MAU EXPERTS**

|  |  |
| --- | --- |
| REFERENCE |  |
| INCIDENT NAME |  |
| LOCATION |  |
| DATE/TIME / (UTC) |  |

To be addressed to the Head of Office of REMPEC

Email: [emergency@rempec.org](mailto:emergency@rempec.org)

Fax number: +356 21 33 99 51

(When sending a fax, a notification should first be sent by email or phone)

Emergency number: +356 79 505 011

**Formed filled in by:**

|  |  |
| --- | --- |
| Name: |  |
| Date: |  |

**Contacts of the authority requesting the assistance**

|  |  |
| --- | --- |
| Authority name and full address: |  |
| Name of the person in charge: |  |
| Function: |  |
| Office phone: |  |
| Mobile phone available 24h/24: |  |
| Email address: |  |

**Contacts**

Authority that the experts must contact upon arrival (if different from the authority requesting the assistance) (if different)

|  |  |
| --- | --- |
| Authority name and full address: |  |
| Name of the person in charge: |  |
| Function: |  |
| Office phone: |  |
| Mobile phone available 24h/24: |  |
| Email address: |  |

Authority/authorities to whom the experts must report during their mission (if different)

|  |  |
| --- | --- |
| Authority name and full address: |  |
| Name of the person in charge: |  |
| Function: |  |
| Office phone: |  |
| Mobile phone available 24h/24: |  |
| Email address: |  |

Authority responsible for the organization and the management of the response (if different):

|  |  |
| --- | --- |
| Authority name and full address: |  |
| Name of the person in charge: |  |
| Function: |  |
| Office phone: |  |
| Mobile phone available 24h/24: |  |
| Email address: |  |

**Type of expert assistance required:** *(tick the appropriate boxes)*

|  |  |
| --- | --- |
| Remote assistance |  |
| On-site assistance |  |

**Areas of expertise required (advisory role only)** *(tick the appropriate boxes)*

|  |  |  |
| --- | --- | --- |
| Response to pollution by **oil** | **Crisis management and organization of intervention:** |  |
| * analysis, assessment and forecasting of oil slick behaviour, fate and movement |  |
| * response planning and logistics |  |
| * response strategy/tactical choices and options |  |
| **Combating methods and techniques at sea:** |  |
| * containment/recovery |  |
| * use of dispersants and other treatment products |  |
| Shore clean-up techniques and methods |  |
| Oiled wildlife response |  |
| * Treatment and disposal of wastes |  |
| * Financial documentation and claims for compensation |  |
| Response to pollution by **harmful substances** | Crisis management and organization of intervention |  |
| Analysis, assessment and forecasting of fate and behaviour of gas clouds, |  |
| floaters |  |
| dissolvers |  |
| sinkers |  |
| Recovery of packages at sea |  |
| Response to spilled chemicals depending on their behaviour: |  |
| * personnel protection |  |
| * aquatic toxicity and rehabilitation |  |
| * biogeochemical cycling |  |
| Decontamination |  |
| Oiled wildlife response |  |
| Treatment and disposal of wastes |  |

**IF ON SITE ASSISTANCE IS REQUIRED:**

**Measures taken by the Requesting State to facilitate the mission of the expert.**

|  |
| --- |
| Immigration and arrival procedures as well as customs formalities, in particular for data processing equipment and the associated documentation or computerized material |
|  |
| Accommodation (including location) and food, transport (food should be provided to the response team) |
|  |
| The provision of sufficient work space for the expert(s) |
|  |
| Access to communication means |
|  |
| Location where assistance should be provided |
|  |
| Location of closest airport |
|  |

**Costs of assistance**

Initial costs covered by REMPEC include: air tickets, daily subsistence allowance and possible fees on a pre-arranged basis (REMPEC shall reserve the right, according to the applicable legal regimes, to seek reimbursement for the expenses thus incurred.)

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Signature of the authorized requesting authority Date

Name and function of the authorized requesting authority

**APPENDIX**

**FIELD STANDARD FORM FOR REQUEST OF MAU EXPERTS**

(to be filled by the technical expert in the field command structure)

**Form filled in by**

Name: *(technical expert)*

Date:

**Type of expert assistance required:** *(tick the appropriate boxes)*

|  |  |
| --- | --- |
| Remote assistance |  |
| On-site assistance |  |

**Areas of expertise required (advisory role only)** *(tick the appropriate boxes)*

|  |  |  |
| --- | --- | --- |
| Response to pollution by **oil** | **Crisis management and organization of intervention:** |  |
| * analysis, assessment and forecasting of oil slick behaviour, fate and movement |  |
| * response planning and logistics |  |
| * response strategy/tactical choices and options |  |
| **Combating methods and techniques at sea:** |  |
| * containment/recovery |  |
| * use of dispersants and other treatment products |  |
| Shore clean-up techniques and methods |  |
| Oiled wildlife response |  |
| * Treatment and disposal of wastes |  |
| * Financial documentation and claims for compensation |  |
| Response to pollution by **harmful substances** | Crisis management and organization of intervention |  |
| Analysis, assessment and forecasting of fate and behaviour of gas clouds, |  |
| floaters |  |
| dissolvers |  |
| sinkers |  |
| Recovery of packages at sea |  |
| Response to spilled chemicals depending on their behaviour: |  |
| * personnel protection |  |
| * aquatic toxicity and rehabilitation |  |
| * biogeochemical cycling |  |
| Decontamination |  |
| Oiled wildlife response |  |
| Treatment and disposal of wastes |  |

**Approved by on scene commander**

On scene commander signature Date

Name of on scene commander

**ANNEX II.9**

**SITUATION REPORT (SITREP)**

|  |  |
| --- | --- |
| **INCIDENT:** | |
| **SITREP No:** | |
| **DATE:** | **TIME\* (UTC +1):** |
| **FORM filled in by:** |  |
| **Addressed to :**   * REMPEC * Contracting Parties * Assisting parties * Parties involved | |
| 1. **The development of the situation regarding the pollution incident** | |
|  | |
| 1. **The actions taken to combat the pollution** | |
|  | |
| 1. **The progress of response operations** | |
|  | |
| 1. **Actions planned to be taken** | |
| -response action planned;  -need for additional assistance or/ and demobilization of assistance already provided | |

**Approved by on scene commander or/ and supreme on scene commander**

On scene commander/supreme signature

Date

Name of On scene commander/supreme