
**CONFERENCE OF THE PARTIES
Sixth Meeting
19–21 October 2022, Baku, Azerbaijan**

**Protocol Concerning Regional Preparedness, Response and Cooperation in Combating Oil
Pollution Incidents (Aktau Protocol)**

(Note by the interim Secretariat)

Introduction:

The Aktau Protocol entered into force on 26 July 2016.

The Contracting Parties, at the fourth preparatory meeting for the 6th Meeting of the Conference of Parties to the Tehran Convention (PrepCom4 of COP6) in Geneva, November 2016 agreed that the implementation of the Aktau Protocol should be fully integrated in the Tehran Convention process and arrangements.

In Bandar Anzali, April 2017, Iran hosted a meeting of the Caspian countries to finalize the Caspian Sea Plan Concerning Regional Cooperation in Combating Oil Pollution in Cases of Emergency (Aktau Protocol Implementation Plan), which had been prepared with the assistance of the International Maritime Organization (IMO) and the Oil Spill Preparedness Regional Initiative (OSPRI). The meeting reviewed and agreed on the text of the Aktau Protocol Implementation Plan, with the understanding that:

- Further elaboration of the nature of the Regional Mechanism would be required
- Azerbaijan and Turkmenistan would provide filled and updated annexes

At PrepCom5 of COP6 in Geneva, November 2017, the Parties agreed that the Regional Mechanism under the Aktau Protocol should take the form of a “light Secretariat”, meaning that its functions will be taken over by the Tehran Convention Secretariat paying due regard to the fact that many functions under Article 13 of the Aktau Protocol overlap with those under Article 12 (2) of the Tehran Convention.

From 18 to 20 June 2018 in Baku, Azerbaijan the Caspian countries held the first workshop on the implementation of the Aktau Protocol, supported by IMO and OSPRI. Participants carried out a table-top exercise to test the communication effectiveness of the Aktau Protocol Implementation Plan, developed a regional training and exercise program to enhance regional cooperation in oil pollution preparedness and response, and considered the potential integration of international resources into oil pollution response in the Caspian Sea, such as by Oil Spill Response Ltd.

Following PrepCom6 of COP6 in Baku, September 2018, the Parties agreed on the text of the Aktau Protocol Implementation Plan with the exception of the definition of “Regional Mechanism” and inputs to Annex 1 of the Plan by Turkmenistan. The interim Secretariat integrated remaining inputs and feedback from the Parties.

On 1–3 November 2021 the Implementation and Operational Authorities Meeting under the Aktau Protocol was held virtually. The participants of the meeting were informed about the Aktau Protocol file repository on the new Tehran Convention website, reviewed and made new suggestions to the text of the Aktau Protocol Implementation Plan, in particular on the definition

of “regional mechanism” and on the question which language should be used in the communications concerning the Plan. They also reviewed the activities and budget of the Aktau Protocol implementation beyond 2021. The report of the meeting is attached as Annex 5.

Based on the outcome of the Meeting and ensuing consultations, the interim Secretariat finalized the text of the Aktau Protocol Implementation Plan. The proposed text is contained in Annex 1. The Guidelines for Oil Spill Exercises under the Aktau Protocol Implementation Plan and the proposed Aktau Protocol Implementation budget were also updated and are contained in Annexes 3 and 4.

In July 2020, September 2020, August 2021 and in March/April 2022 the Caspian Sea littoral states conducted virtual table-top exercises on oil pollution preparedness and response to support the implementation of the Aktau Protocol (ALPHA/BRAVO). Its goals were to practice cooperation for the organization, communication and providing support with the calculation of expenditures.

Suggested action.

The Conference of the Parties may wish to:

- Welcome and adopt the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency (Annex 1), as provided for in Article 4.4 of the Aktau Protocol, as the guiding framework and procedures for joint oil spill response planning and operations in the Caspian Sea
- Welcome the designation of the Competent National Authorities and the national operational contact points (Annex 2)
- Agree and endorse the Guidelines for Oil Spill Exercises contained as Annex 9 to the Aktau Protocol Implementation Plan (Annex 3)
- Welcome the Aktau Protocol implementation budget 2023-2024 (Annex 4) and call upon the Contracting Parties to provide cash and in-kind contributions to obtain Secretariat staff and meet the cost of the activities mentioned in the budget.

Annex I

24 November 2021

**Caspian Sea Plan Concerning Regional Co-operation
in Combating Oil Pollution in Cases of Emergency**

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1. INTRODUCTION

1.1. Background

The Caspian Sea is an enclosed body of water that is undergoing a rapid increase in oil and gas exploration and production activities.

Several thousand ships per annum cross the Caspian Sea, many of which are oil tankers and it is estimated that millions of tons of oil are transported annually. The shipping traffic is expected to increase substantially in the near future with the growth of the oil industry in the Caspian Sea region. The permanent presence of risk associated with this industry calls for co-ordination of all emergency response resources at both national and regional level.

The Framework Convention for the Protection of the Marine Environment of the Caspian Sea (Tehran Convention) and its Protocol concerning Regional Preparedness, Response and Co-operation in Combating Oil Pollution Incidents provides the legal framework for actions concerning regional co-operation in combating marine pollution. These legal instruments oblige the Contracting Parties to initiate, both individually and jointly, the actions required in order to effectively prepare for and respond to marine oil pollution incidents.

According to the Aktau Protocol, the littoral States agree upon certain obligations which primarily concern: the development of their national contingency plans and pollution response capabilities; the distribution of information to the other Parties regarding the national organisation and competent national authorities; informing the other Parties of all oil pollution incidents, their subsequent development and the actions taken; and the provision of assistance to a Party which so requests. Furthermore, every coastal State shall endeavour to maintain and promote, either individually or through bilateral or multilateral co-operation, their contingency plans and means for combating pollution of the sea by oil. These means shall include, in particular, equipment, ships, offshore units, aircraft and manpower prepared for operations in cases of emergency.

In order to comply with their obligations, the States must be prepared for the intervention of their authorities and strike teams both at national and regional level. National arrangements for preparedness and response are essential for quick and efficient action. They include clear responsibilities of the various authorities for taking actions and coordinating the follow-up of such actions. Also essential is the existence of the pollution response equipment that allows the threatened Party to initiate response operations and to protect the most sensitive sites during the crucial first hours. Meanwhile, pooling of resources and expertise provides a cost-effective and efficient way of combating a major spill that can not immediately be dealt with by the existing resources of a single country. Organising such co-operation requires detailed planning and can only be achieved through operational arrangements adopted at the regional level. The arrangements in this Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency (the Plan) are intended to facilitate the development of joint response operations and to co-ordinate the use of the available resources in the region. They also outline in advance the financial conditions and administrative clauses of the actions, thus permitting rapid intervention in case of emergency by removing the need for lengthy negotiations during the course of the event.

The Republic of Azerbaijan, the Islamic Republic of Iran, the Republic of Kazakhstan, the Russian Federation and Turkmenistan agree to adopt, aimed at the implementation of the Aktau Protocol to the Tehran Convention, this Plan for responding promptly and effectively to major marine oil pollution incidents affecting or likely to affect the Caspian Sea, its coasts and the related interests of any of the five countries concerned.

1.2. Definitions, Acronyms and Abbreviations

For the purpose of this Plan:

Oil means petroleum in any form including crude oil, fuel oil, sludge, oil refuse and refined products.

Maritime casualty means a collision of ships, stranding or incident of navigation, or other occurrence on board a ship and offshore unit or external to it resulting in material damage or imminent threat of material damage to a ship, offshore unit or cargo.

Ship means a vessel of any kind that operates in the marine environment, including hovercraft, hydrofoil boats, submarines, towed and self-driving boats.

Offshore unit means any platforms and other manmade offshore structures, fixed or floating offshore installations or structure engaged in exploration, exploitation or production activities related to hydrocarbon resources or their loading or unloading.

Oil pollution incident means an occurrence or series of occurrences having the same origin, which results or may result in a discharge of oil and which poses or may pose a threat to the marine environment, or to the coastline or related interests of one or more States, and which requires emergency action or other immediate response.

Related interests means the interests of a Caspian Sea littoral State directly affected or threatened by an oil pollution incident including, among others:

- a) the health of the coastal population;
- b) the conservation of biological diversity and the sustainable use of marine and coastal biological resources;
- c) maritime activities in coastal waters, in ports or estuaries, including fishing activities;
- d) the cultural, aesthetic, scientific and educational value of the area;
- e) the historical and touristic appeal of the area in question, including water sports and recreation;
- f) industrial activities which rely on the intake of seawater, including desalination plants and power plants.

The Aktau Protocol means the Protocol concerning Regional Preparedness, Response and Co-operation in Combating Oil Pollution Incidents.

The Plan means the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency.

Parties means the Republic of Azerbaijan, the Islamic Republic of Iran, the Republic of Kazakhstan, the Russian Federation and Turkmenistan.

Territory means the geographic area covered by the procedures in the Parties' National Contingency Plans.

Lead State means the Party in whose territory a maritime casualty or an oil pollution incident has occurred and which has activated the Plan and/or asked for assistance within the framework of the Plan, or the Party to whom the lead role has been transferred. The Lead State exercises the Operational Command of the Joint Response Operations and designates the Supreme On-Scene Commander (SOSC).

Lead Authority means the Operational Authority of the Lead State.

Governmental Authority means the competent national authority having the governmental responsibility for dealing with marine oil pollution incidents as specified in Article 5 (1) (a) and 5 (1) (c) of the Aktau Protocol. This authority may be shared between different Ministries or departments.

Operational Authority means the national entity designated by the Government, having the operational responsibility for dealing with marine oil pollution incidents. This entity may fulfil the role of national operational contact point as specified in Article 5 (1) (b) of the Aktau Protocol.

Operational Command means overall co-ordination and control of joint response operations, including both national resources and strike teams, equipment and other resources (aircraft, vessels) rendered as assistance by other Parties. It is exerted by the Operational Authority of the Lead State, through the Supreme On-Scene Commander (SOSC).

Operational Control means direct control over personnel, means and units taking part in the joint response operations, including giving orders and supplying information necessary for the execution of response operations. It is exerted by the National On-Scene Commanders (NOSC) of the Parties taking part in the operations, or by officers designated by them.

Tactical Command means directing and supervising the execution of specific tasks by teams and/or units on the scene of operations. It is exerted by the leaders of such teams and/or commanders of units.

Supreme On-Scene Commander (SOSC) means a designated officer of the Lead State, having the overall operational command of all joint response operations undertaken within the framework of the Plan.

National On-Scene Commander (NOSC) means an officer, designated by the Operational Authority, having operational control of all national pollution response resources which might, if so requested, participate in joint response operations. (Note: NOSC is preferably, but not necessarily, the same officer who performs the duty of Supreme On-Scene Commander under the National Contingency Plan) Following the activation of the Plan, the NOSC of the Lead State assumes the role of SOSC, while NOSCs of the assisting countries, operating under the operational command of the SOSC, nevertheless retain the operational control over their respective strike teams and self-contained response units (vessels, aircraft).

Liaison Officer means an officer from an assisting Party participating in the joint response operations, who is integrated in the staff of the SOSC with a view to providing necessary information on national resources rendered as assistance to the Lead State and to facilitate communications with his/her respective NOSC.

Public Relations Officer means an officer in charge of informing the public and the media on the course of events and advising the SOSC on public reaction.

Emergency Response Centre means an office, manned 24 hours a day and equipped with appropriate communications equipment, which has been set up, for the purpose of the Plan, by each Party and which will serve as the operations room of the NOSC or SOSC respectively, whenever the Plan is activated.

Joint Emergency Response Centre (JERC) means the Emergency Response Centre of the Lead State during joint response operations.

Strike team means a group of personnel sent as assistance from one Party to another in order to take part as an independent unit in joint response operations. It may include personnel on board vessels, aircraft or other self-contained units or personnel assisting in shore clean-up operations. During joint response operations, strike teams work under the tactical command of their leaders, the operational control of their respective NOSCs, and under the overall operational command of the SOSC.

Operations at sea means any measures, including intervention on the source of pollution, aerial surveillance, containment of the pollutant, recovery of the pollutant, application of treatment agents from vessels and aircraft, or any other action taken in the open sea (offshore) in order to respond to an oil pollution incident, restrict the spreading and facilitate the removal of the oil and mitigate the consequences of the incident.

Operations on shore (shore clean-up operations) means any action taken on shore, or in the sea immediately adjacent to the shore, in order to recover, remove or destroy the oil and reduce its impact or effects.

Pollution Report (POLREP) means the incident report by which one Party warns the other Parties of a spill and through which it notifies the other Parties of the activation of the Plan and requests assistance.

Situation Report (SITREP) means the report by which the Lead State keeps the other Parties informed about the situation.

Regional Mechanism means the procedures decided by the Conference of the Parties to the Tehran Convention to assist the Parties in reacting promptly and effectively to oil pollution incidents, with functions as described in Article 13 of the Aktau Protocol.

The following are the main **Abbreviations** used in this document:

ERC	Emergency Response Centre
IMO	International Maritime Organization
IOPC FUND	International Oil Pollution Compensation Fund
JERC	Joint Emergency Response Centre
NCP	National Contingency Plan
NOSC	National On-Scene Commander
OPRC	International Convention on Oil Pollution Preparedness, Response and Co-operation, 1990
POLREP	Pollution Report
PRO	Public Relations Officer
SITREP	Situation Report
SOSC	Supreme On-Scene Commander

1.3. Purpose and Objectives

The purpose of this Plan is to establish, in order to implement Articles 4 (4) and 8 (1) (d) of the Aktau Protocol to the Tehran Convention, a mechanism for mutual assistance, under which the competent state authorities will co-operate in order to co-ordinate and integrate their response to marine oil pollution incidents affecting or likely to affect the territory and related interests of one or more of these authorities, or to incidents exceeding the available response capacity of each of these countries individually.

The general objective of the Plan is to organise a prompt and effective response to major oil spills affecting, or likely to affect, the territory of one or more of the countries concerned and to facilitate co-operation in the field of preparedness and response for pollution by oil.

For this purpose, the following specific objectives are defined:

- a) to define the extent of co-operation for the implementation of the Plan between the responsible authorities at the operational level;
- b) to divide the responsibilities and to anticipate the transfer of responsibility from one Party to another;
- c) to establish the principles of command and liaison, and to define the corresponding structures;
- d) to provide arrangements concerning the operation of ships and aircraft of one of the Parties within the territory of the other Parties;
- e) to specify the type of assistance which might be provided and the conditions under which it will be provided;
- f) to determine in advance the financial conditions and administrative modalities related to co-operative actions in case of emergency.

In order to achieve these objectives, the following actions are intended to be taken through the implementation of the Plan:

- developing appropriate preparedness measures and effective systems for detecting and reporting oil pollution incidents affecting or likely to affect the responsibility zone of the Parties;
- promoting and implementing regional co-operation in marine pollution contingency planning, prevention, control and clean-up operations;
- establishing the necessary measures to restrict spreading and to minimize the hazard posed by oil spills;
- developing and implementing a programme of training courses and practical exercises for different levels of personnel involved in oil pollution prevention and combating;
- developing procedures to increase regional co-operation.

Nevertheless, the Parties agree that response operations in case of a marine oil pollution incident which occurs within the territory of one of the Parties will be conducted in accordance with the provisions of the National Contingency Plan of the Party concerned.

1.4. Scope and Geographical Coverage

This Plan applies to oil pollution incidents in the Caspian Sea. It will apply to oil spills which cause or could cause damage to the environment in countries neighbouring the source of the incident. It will also apply when only one country is affected but the magnitude of the spill is such that the incident requires assistance upon request from another country.

This Plan is intended to be a regional co-operation arrangement for the implementation of the Aktau Protocol between the following countries:

The Republic of Azerbaijan

The Islamic Republic of Iran

The Republic of Kazakhstan

The Russian Federation

Turkmenistan

This Plan organises the activities of responsible authorities in each country, prescribes a response structure and establishes a method of operation for personnel responding to an incident.

2. POLICY AND RESPONSIBILITIES

2.1. Basis for the Plan

The essence of the oil spill response planning framework of the Caspian Sea is that each Party shall have its own National Contingency Plan (NCP) and resources to respond to marine oil spills in its territory. The purpose of this Plan is to provide the basis for interaction and describe the procedures for giving effect to joint response operations. Such operations may occur when a Party whose coasts and related interests are threatened by a spill and its own resources are inadequate or inappropriate to deal with it effectively. In such cases, the Party at risk may call for assistance from the other Parties and will normally be responsible for organising the joint response operation.

2.2. Exchange of information

In accordance with Articles 5 and 6 of the Aktau Protocol in order to implement this Plan, each Party shall inform the other Parties, either directly or through the Regional Mechanism, of:

- a) the competent Governmental Authority with overall responsibility for preparedness and response to oil pollution incidents including responsibility for the implementation of this Plan and, where appropriate, the names of the responsible officers within these authorities (Annex 1). Unless otherwise determined, the Governmental Authority will be the authority entitled to act on behalf of the State to request assistance or to decide to render assistance when requested;
- b) the National Operational Authorities, responsible at the operational level for the implementation of this Plan and in particular for exercising Operational Command in case of Joint Response Operations and, where appropriate, the names of the responsible officers within these Authorities (Annex 1);
- c) the national operational contact points responsible for receiving and transmitting reports on oil pollution incidents on a 24-hour basis (Annex 1);
- d) the designated national Emergency Response Centres (Annex 1);
- e) the designated National On-Scene Commanders (Annex 1);
- f) the designated competent customs authorities and immigration authorities (Annex 1);
- g) at least those parts of their respective National Contingency Plan which might be relevant in cases of conducting joint response operations and, in particular, a description of the administrative organization and the responsibilities of each of the constituent authorities in preparing for and combating oil pollution incidents (Annex 2);
- h) inventories of pollution response equipment and products, as well as other means (for example, vessels and aircraft) in each country, which may be available for use in joint response operations (Annex 3);
- i) directories of experts, trained personnel and strike teams designated by each Party to take part in joint response operations (Annex 3).

The information listed above is attached to this Plan in **Annexes 1, 2 and 3**.

Parties shall inform each other of any changes in the information listed above as soon as these occur, using routine communication channels and supplying relevant changes to the applicable annexes.

Each Operational Authority is responsible for the accuracy of information pertaining to its Party.

Each Operational Authority shall acknowledge receipt of any changes and/or modifications regarding the above information and is responsible for updating its respective copy/copies of the Plan accordingly.

Official versions of this Plan will be made available in the official working languages of the Convention.

The English and Russian languages shall be used in all communications related to the Plan. The Regional Mechanism shall provide the translation of documents into English or Russian languages as appropriate.

2.3. Meetings of Operational Authorities responsible for the implementation of the Plan

The Operational Authorities shall meet regularly, and as a minimum once in two years, in order to discuss questions related to the implementation of the Plan, to share information on the response to actual incidents, and to organize training courses and/or exercises and other relevant matters.

Regular meetings shall be hosted in turn by each Party in alphabetical order of the names of the Parties in the English language.

The final report of each meeting shall be prepared by the Party organizing the meeting in agreement with the other Parties. The Operational Authority of the host Party shall provide the necessary logistic support for the smooth running of such meetings.

2.4. Joint training and exercises

The Parties shall conduct as agreed (at least once in three years) joint training courses and/or joint exercises. The main objectives of these training courses and exercises shall be:

- to improve the level of co-operation and co-ordination among operational personnel and, in particular, the strike teams of the different Parties;
- to test the command structure of the Plan;
- to achieve a satisfactory level of communication among personnel and, in particular, the strike teams designated to take part in joint response operations;
- to acquire knowledge in handling equipment, products and other means which might be used in joint response operations;
- to enable the personnel from different Parties to gain experience in working together.

The Parties shall host such joint training courses and exercises alternately. The Regional Mechanism shall organise the joint training courses or exercises and provide necessary logistic support. The expenses of the participants and means deployed in joint exercises shall be borne by the respective Parties. Scheduling the joint training and exercise programmes, their duration and other relevant details shall be decided at the biennial Conference of the Parties of the Aktau Protocol. Changes to scheduling the joint training and exercise programmes, their duration and other relevant details shall be decided by confirmation and submission of the agreed changes by the National Competent Authorities in writing to the Regional Mechanism.

The Regional Mechanism may also assist Parties to organise national training courses and exercises.

Training courses and exercises carried out in accordance with this Plan shall be based on the IMO OPRC Model Training Courses. **Annex 9** provides for the Guidelines for Oil Spill Exercises under the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency.

2.5. Revision and amendment of the Plan

a) Final provisions

- (i) If the need arises for changes in the provisions of the Plan, the Governmental Authority of the Party proposing such changes shall request the Regional Mechanism to place the matter on the agenda of the next meeting of the Operational Authorities.
- (ii) The draft proposal of a Party for any revision of or amendment to the Plan shall be circulated by the Tehran Convention Secretariat to the other Parties at least two months before the meeting of the Operational Authorities.
- (iii) All changes to the Plan are agreed at the meetings of the Operational Authorities by unanimous decision.
- (iv) The changes to the Plan shall come into effect immediately following confirmation and submission of the agreed changes by the National Competent Authorities in writing to the Regional Mechanism.
- (v) If an unanimous decision concerning the revision and amendment of the Plan cannot be reached, the Parties agree to observe and retain its original provisions.

b) **Operational provisions**

The accuracy of the information concerning the operational provisions of the Plan pertaining to each Party is the sole responsibility of the respective Party.

Changing, modifying and updating of such information shall be done, as necessary, by the Operational Authority of the Party concerned, who shall ensure that other Parties and the Regional Mechanism are duly informed of such changes as soon as these are made.

c) **Annexes**

Information contained in the Annexes to the Plan shall be updated as necessary by the Operational Authorities of the Parties.

The Parties shall inform each other and the Regional Mechanism of any changes in the Annexes as soon as these are made.

It shall be the responsibility of the Operational Authorities to distribute copies of this Plan to appropriate officials and organizations within their country. It will be the responsibility of each plan holder to incorporate amendments to it in loose-leaf folders and to keep his copy of the Plan up to date.

3. RESPONSE ELEMENTS AND PLANNING

3.1. Mechanism for Activating the Plan

The Plan shall be activated by the Operational Authority of one of the Parties in the following cases:

- occurrence, within the territory of the Party who activates the Plan, of an oil pollution incident which threatens to affect or has already affected the territory of another Party;
- occurrence, within the territory of the Party who activates the Plan, of an incident which severity surpasses the response capabilities of the Party concerned alone;

When, in the opinion of the Operational Authority of one of the Parties, its interests are threatened by an oil pollution incident which has occurred within the territory of another Party, and when the other Party/ies have not taken appropriate action to respond to it, that Party may, after consulting/agreeing with the affected Party/ies and other Parties concerned, activate the Plan.

The Operational Authority of the Party who has activated the Plan shall immediately inform the Operational Authorities of the other Parties that the Plan has been activated. Notification, which shall be formulated in accordance with the provisions of section 5.2, shall be transmitted to the Operational Authorities of the other Parties through the designated national contact points listed in Annex 1.

3.2. Assumption of the Role of the Lead State

The lead role in the implementation of the Plan shall be assumed by the Operational Authority of the Party whose territory or related interests have been affected, or are likely to be affected, by an oil pollution incident and who has activated the Plan.

The Lead State shall be responsible for:

- initiating the response to the spill;
- activating the Plan;
- surveillance of the pollution;
- assessment of the situation;
- spill movement forecasting;
- reporting regularly on the situation to the other Parties, particularly those whose interests may be threatened by the oil pollution incident;
- exercising Operational Command over joint response operations.

The lead role shall be transferred from one Party to another, when the major part of the pollutant has moved from the territory of the Party initially affected and who has activated the Plan, to the territory of another Party, and/or when the main response activities have moved to such other Party.

When the oil pollution incident which has occurred in the territory of one of the Parties directly (imminently) threatens the interests of another Party, the Parties may also agree, in direct contacts between their Operational Authorities, that the threatened Party will assume the lead role.

3.3. National On-Scene Commander (NOSC) / Supreme On-Scene Commander (SOSC)

For the purpose of the Plan, the Operational Authority of each Party shall nominate an officer who will exercise operational control over all response activities of that Party, including control over personnel (strike teams), equipment and self-contained units (vessels, aircraft). These officers shall be called National On-Scene Commanders (NOSC).

After the activation of the Plan and commencement of the joint response operations, the NOSC of the Lead State shall assume the role of the Supreme On-Scene Commander (SOSC). The SOSC shall have the overall responsibility for all decisions and actions taken in order to combat the pollution and to mitigate its consequences and as well as for the co-ordination of joint response operations. The SOSC, working in liaison with his/her Lead Authority, exerts Operational Command over joint response operations.

The NOSCs of the assisting Parties shall operate under the overall Operational Command of the SOSC, but shall nevertheless retain operational control over personnel, equipment and self-contained units of their respective Parties.

In order to relieve the SOSC of a part of his/her duties concerning operational control of national resources, the Lead Authority may, at the time of the activation of the Plan, designate another officer who will have direct operational control of the national resources taking part in the joint response operations and who will act as the NOSC of the Lead State.

In exercising his/her functions, the SOSC shall be assisted by a support team (see section 3.5).

Relevant information concerning NOSCs is given in **Annex 1**. It is the responsibility of the Operational Authority of each Party to keep this information up-to-date at all times.

3.4. Emergency Response Centres/Joint Emergency Response Centre

For the purpose of this Plan, each Party shall set up/designate an Emergency Response Centre (ERC) manned 24 hours a day, which will be equipped with an appropriate communications system and have the necessary facilities to be used as the operations room of the Operational Command during joint response operations.

If deemed necessary, each Party may decide to establish more than one ERC.

In cases of activation of the Plan, the ERC of the Lead State shall serve as the Joint Emergency Response Centre (JERC). The JERC shall serve as the base of the Supreme On-Scene Commander (SOSC) and the main communications centre for all communications related to the implementation of the Plan.

Alternative sites for the JERC, closer to the scene of the incident, may be specified if appropriate at the discretion of the Lead State.

When the lead role is transferred from one Party to another, the ERC of the Party assuming the lead role shall automatically become the JERC.

Relevant information concerning ERC(s) of each Party is given in **Annex 1**. It is the responsibility of the Operational Authority of each Party to keep this information up to date at all times.

3.5. Support Teams

With a view to assisting NOSC and/or SOSC, each Party shall set up its national support team composed of the representatives of various relevant public authorities, national services and industry including, in particular, the oil and shipping industries.

In cases of activation of the Plan, support teams shall operate from their respective national Emergency Response Centres.

The role of the support teams is advisory, and their functions include:

- a) providing assistance to the NOSC/SOSC in cases of activation of the Plan;
- b) providing advice to the NOSC/SOSC concerning, in particular, methods and techniques for combating pollution by oil, safety of navigation and salvage, knowledge of the marine environment (especially the potential biological impact) and fisheries, (radio) communications, public information and compensation for oil pollution damage;
- c) providing support in coordinating the activities of national public authorities, services and industry which might take part in joint response operations, concerning in particular the provision of personnel, equipment and other resources, logistic support, immigration and customs formalities;
- d) monitoring incoming reports and assessing the situation;
- e) coordinating all reporting on the status of the oil pollution incident to their respective national authorities.

After the termination of response operations, the support team shall, together with their respective NOSC:

- review post-incident reports from the NOSC/SOSC on the handling of the oil pollution incident for the purpose of analysing and introducing recommendations and improvements needed in the Plan and in their respective National Contingency Plans;
- forward to their respective national authorities relevant reports and recommendations, including NOSC/SOSC post-incident reports, support team debriefing reports and recommendations concerning amendments to the Plan or its Annexes.

3.6. Command Structure

The Command Structure for Joint Response Operations is shown in **Diagram 1**.

The Command Structure consists of 3 components:

- a) **Operational Command** which consists of taking decisions concerning the response strategy, defining the tasks of various groups of teams and units and having overall command and co-ordination over all resources taking part in the Joint Response Operations. Following the activation of the Plan, Operational Command over joint response operations is exercised by the Lead Authority through its NOSC who, once the Plan has been activated, assumes the role of SOSC.
- b) **Operational Control** which consists of giving orders to specific groups of teams and units, in accordance with the strategy and the tasks defined by the Operational Command. Operational Control over national resources is exercised by the NOSCs of the respective Parties. Operational Control over the resources of the Lead State is exercised by an officer designated to act as NOSC in lieu of the officer who has assumed the role of SOSC.
- c) **Tactical Command** which consists of directing and supervising the actions of each team or unit. Tactical Command is exercised by the Leader of each team or the Commander of each unit taking part in the response operations.

Liaison between the Lead Authority and the assisting Parties shall be maintained, according to the circumstances and to the type and importance of the assistance rendered, in one of the following ways:

- a) by direct telex, telefax, telephone and/or radio contacts between the Lead Authority (SOSC) and Operational Authorities (NOSCs) of the assisting Parties;
- b) by a Liaison Officer, sent to the Lead State by the Operational Authority of the Assisting Party with a view to being integrated in the staff of the SOSC. His/her duties shall be to provide necessary information on resources rendered as assistance and to facilitate communication with his/her respective NOSC, ERC and/or Strike Teams and self-contained units taking part in the operations;

- c) by the NOSC of the assisting Party who personally attends at the spill site and participates in the joint response operations.

3.7. Communications Arrangements

The communications network established by the Parties in accordance with section 5.1 shall be used for all exchanges of information pertinent to the implementation of the Plan.

- a) **Telex, telefax or electronic communications** shall be used for all communications between the Operational Authorities, SOSC, NOSCs and their respective Support Teams, particularly in cases of emergency.
Telephone and radio communications could also be used; however, all decisions, information relevant to the situation at the site of operations and, in particular, **requests for assistance and replies to such requests shall be confirmed by either telex or telefax.**
- b) **Operational communications** between JERC, SOSC, NOSCs, team and unit leaders and other participants in response operations shall be made by using pre-selected VHF channels (see **Annex 4**), mobile telephones and other appropriate means.
Lines of communication to be used in cases of Joint Response Operations are shown in **Diagram 2.**
- c) The English and Russian languages shall be used in all communications related to the Plan. The Regional Mechanism shall provide the translation of documents into English or Russian languages as appropriate.

3.8. Response Planning

The response to an oil pollution incident within the territory of each Party shall be conducted in accordance with the provisions of the NCP of the Lead State under the overall Operational Command of the Lead Authority exercised through the SOSC.

In order to facilitate the smooth proceeding of joint response operations, the Parties shall inform each other on the relevant parts of their NCPs and, in particular, those parts describing the national response organisation.

Copies of these parts of NCPs are attached to the Plan in **Annex 2.**

Maps showing possible sources of pollution, environmentally sensitive areas (see IMO Resolution A.927(22) "Guidelines for the Designation of Special Areas under MARPOL 73/78 and Guidelines for the Identification and Designation of Particularly Sensitive Sea Areas", adopted on 29 November 2001), priorities for protection and areas where the use of dispersants is allowed, restricted or forbidden, within the territory of each Party, are given in **Annex 5.**

Deciding upon the response strategy to be applied in each particular oil pollution incident and the planning of specific operations shall be the responsibility of the SOSC. In taking such decisions, the SOSC shall follow the outline given in section 3.9.

3.9. Response Strategy

The main outline of the strategy which shall be applied by the Operational Authorities of the Parties in responding to marine oil pollution incidents within the framework of the Plan shall be as follows:

- assessment of the severity of the incident, taking into consideration, at least, the following criteria:

- position at which the incident occurred;
- type of oil;
- amount of oil which has been released and/or is likely to be released;
- the movement of the oil slick;
- the degree of risk to human life and/or potential health hazard;
- the fire/explosion hazard;
- the toxicity of the released oil;
- the potential to damage fisheries and natural resources, especially internationally protected sites such as those under the Ramsar Convention and the Protocol on the Conservation of Biological Diversity;
- the potential to damage valuable property and/or to have serious economic consequences;
- activation of the National Contingency Plan and notification of other Parties;
- evaluation of available and required response resources;
- selection of appropriate response methods;
- activation of the Plan and request for assistance;
- implementation of selected response methods, making use of national resources and resources from assisting Parties;
- re-assessment of the situation and making necessary modifications (if necessary) of response actions;
- termination of response operations;
- de-activation of the Plan;
- the return to the country of origin of personnel, equipment and other means rendered as assistance by the other Parties.

Diagram 1: COMMAND STRUCTURE

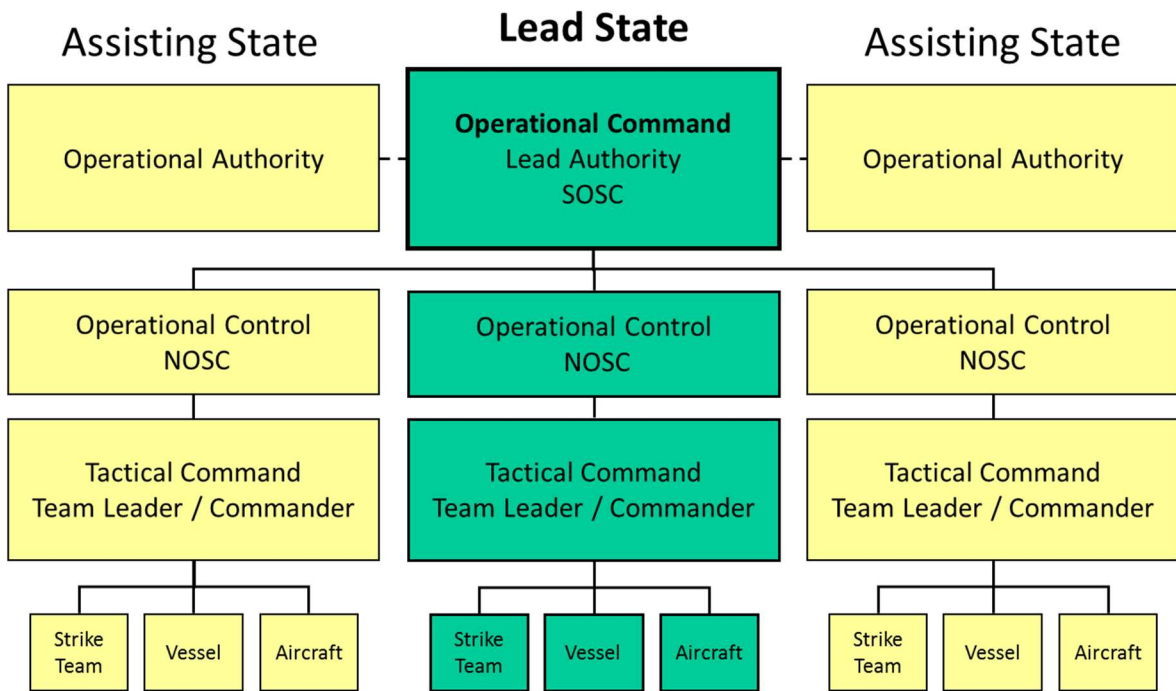
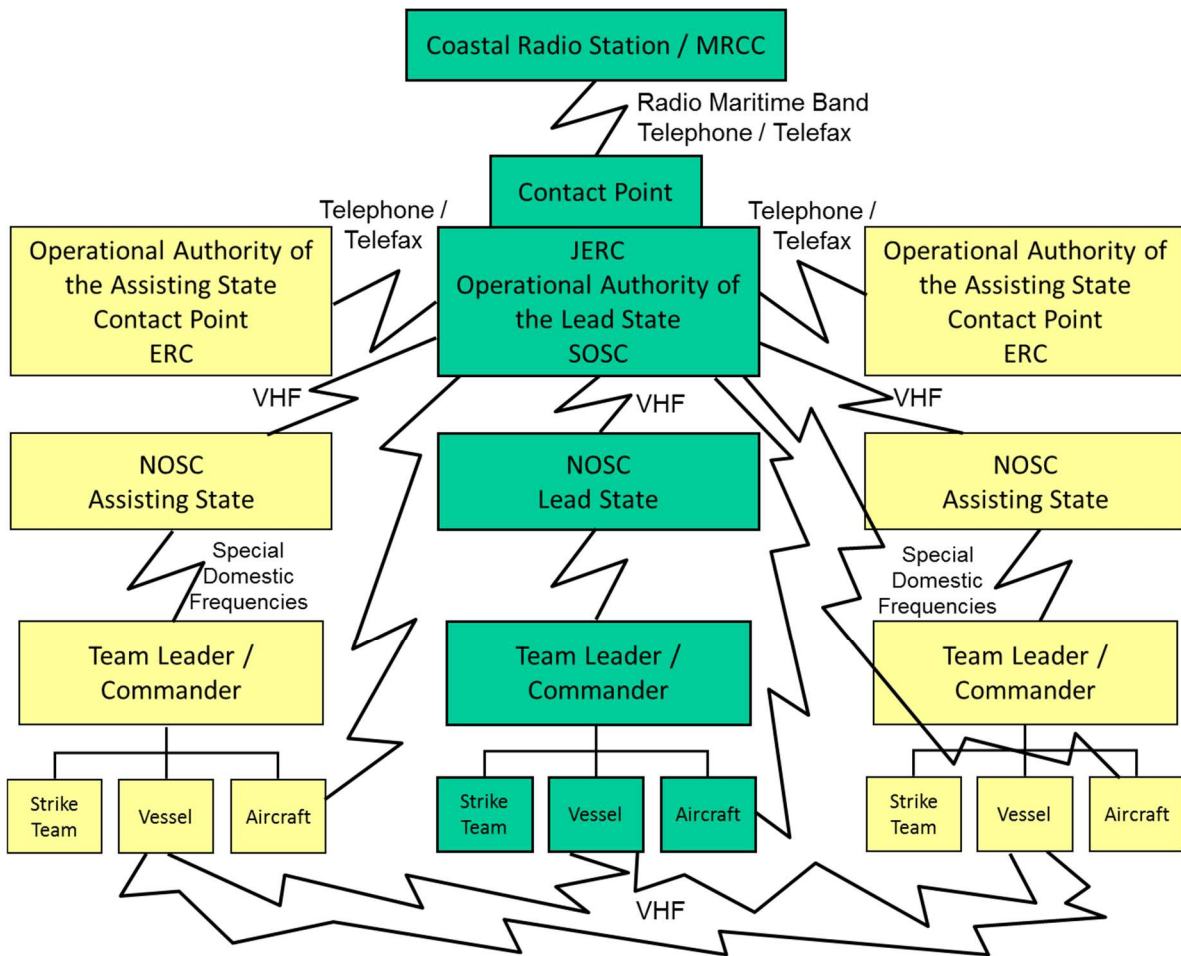


Diagram 2: LINES OF COMMUNICATION



4. RESPONSE OPERATIONS

4.1. Response Phases

For the purpose of the Plan, pollution response operations have been divided into six distinct phases:

Pre-activation of the Plan

Phase I Evaluation

Phase II Notification and consultation

Activation of the Plan

Phase III Activation of the Plan

Phase IV Request for assistance

Phase V Joint response operations at sea

Phase VI Joint response operations on shore

It is understood that, according to circumstances, entire phases or parts thereof may take place concurrently with one or more other phases.

4.2. Response Procedure

4.2.1 Pre-activation of the Plan

Phase I: Evaluation

Notification and verification of **the initial** information concerning oil pollution incidents shall be done, at the national level, in accordance with the provisions of the NCP.

Before activating the Plan, the Operational Authority of the Party concerned shall activate its NCP and alert other relevant authorities in its own country, including the NOSC.

Phase II: Notification and consultation

Regardless of the need for the activation of the Plan, the Operational Authority of the Party in whose territory the oil pollution incident has occurred shall, after receiving and verifying the incident report, immediately inform the Operational Authorities of the other Parties through their National Contact Points. It shall also alert the Regional Mechanism.

If the Operational Authority of the Party concerned considers that it might be necessary to activate the Plan, it shall immediately consult the Operational Authorities of the other Parties, clearly indicating the extent of the planned response measures and of the assistance which might be required.

4.2.2 Activation of the Plan

Phase III: Activation of the Plan

The decision to activate the Plan shall be taken by the Operational Authority of the Party affected by the incident or likely to be affected first, in accordance with the principles outlined in section 3.9.

After taking the decision to activate the Plan, the Operational Authority of the Party concerned shall assume the role of Lead Authority and shall:

- a) notify the Operational Authorities of the other Parties, through their designated National Contact Points and in accordance with the procedure described in section 5.2, that the Plan has been activated;
- b) activate its own ERC which shall assume the role of JERC;
- c) activate its own support team;
- d) appoint the SOSC who shall, in liaison with the Lead Authority and his/her support team, formulate the strategy for dealing with the incident and evaluate the need for assistance from other Parties. The SOSC shall initiate phases IV, V and VI of the response respectively.

Phase IV: Request for assistance

The request for assistance, on the basis of the SOSC's requirements and advice, shall be sent following the activation of the Plan by the Governmental Authority of the Lead State (designated in accordance with Article 5 (1)(c) of the Aktau Protocol) to the Governmental Authority of the other Parties in accordance with the procedure outlined in **Annex 6** and taking into consideration the previous consultations (if any) with the Operational Authorities of the other Parties.

Phase V: Joint response operations at sea

The main objectives of the **joint response operations at sea** are to stop the spillage of the pollutant from the source, to restrict its spreading and movement and to remove as much pollutants as possible from the sea surface before it reaches the shores of one of the Parties.

Joint response operations at sea shall be conducted in accordance with the procedures described in the NCP of the Lead State. Operational Command over the joint response operations shall be exercised by the Lead Authority through the SOSC. Use shall primarily be made of the national resources of the Party concerned, which shall be supplemented as necessary by the personnel and means of the other Parties rendered as assistance upon the request of the Lead Authority. The personnel and means of the assisting Parties shall work under direct Operational Control and Tactical Command of their respective NOSCs and unit commanders or team leaders.

During the joint response operations, the ERC of the Lead State, which has assumed the role of JERC, shall serve as the main communications centre and headquarters of the SOSC.

Phase VI: Joint response operations on shore

The main objectives of **joint response operations on shore** are to protect environmentally sensitive coastal areas and other vulnerable resources, including islands, from the impact of the pollutant and to remove the pollutant which has reached the shore in order to prevent recontamination of other coastal areas.

This phase also includes treatment and final disposal of collected pollutant and/or contaminated beach material.

The principles of command outlined under Phase V shall also apply for the entire duration of Phase VI.

In order to increase the effectiveness of joint response operations on shore, JERC may be transferred, at the discretion of the Lead Authority, to adequate alternative premises closer to the site of operations (see section 3.4). In such cases, the Lead Authority shall duly inform the Operational Authorities of the assisting Parties of the move.

4.3. Spill Surveillance

For the surveillance of spill movement and behaviour, priority shall be given to aerial surveillance, although any other suitable means (ships, vessels) might also be used if the aircraft are not immediately available.

The surveillance of the spill and its movement, and the transmission of relevant reports to the other Parties, prior to the activation of the Plan, is the responsibility of the Party in whose territory the oil pollution incident has occurred. Following the activation of the Plan this responsibility rests with the SOSOC, who shall take all necessary measures to ensure regular surveillance of the spill and its movement and behaviour, in order to properly assess the situation and decide on adequate response measures. For this purpose, the SOSOC may request assistance from other Parties.

When deemed necessary, Parties agree to undertake measures to obtain urgent permission for flights over their territory by aircraft of the other Parties for the purpose of surveillance of spills within the framework of the Plan and following the specific request put forward by the Party in whose territory the oil pollution incident has occurred. In its request, the Lead Authority shall define precisely the aim of the mission and flight plan.

Information concerning aircraft suitable for spill surveillance (including their technical characteristics and specialized equipment), to which each Party has access, is given in **Annex 3**.

Airports within the territory of the Lead State, which might be used by surveillance aircraft of assisting Parties operating upon request in the air space of the Lead State, are listed together with relevant navigational and technical information, in **Annex 3**.

Guidelines for spill assessment and aerial surveillance are given in **Annex 7**.

4.4. Requests for Assistance within the Framework of the Plan

Following the activation of the Plan, the Party who has activated it may request assistance from the other Parties in any of the cases described in section 3.1.

Assistance might be requested in the form of:

- a) trained response personnel and, in particular, strike teams;
 - b) specialized oil pollution combating equipment;
 - c) oil pollution treatment products;
 - d) other means, including, in particular, self-contained units such as vessels and aircraft;
- and/or any combination thereof.

The request for assistance shall be formulated in a clear and precise manner, using the standard form defined in the POLFAC section of the POLREP in **Annex 6**. It shall contain a detailed description of the kind of assistance required and the purpose for which personnel, equipment, products and/or other means will be used.

The Party receiving a request for assistance shall immediately acknowledge receipt.

It is the duty of the Party or Parties receiving a request for assistance to offer it to the requesting Party with the shortest possible delay, taking into consideration that it should not deplete its own national resources beyond a reasonable level of preparedness.

With a view to being able to respond promptly to requests for assistance, Parties shall have part of their national response equipment, products and other means ready for transportation, at short notice, to the other Parties, except for force majeure situations, other emergencies and repair/maintenance situations.

Any response personnel and/or means, rendered as assistance within the framework of the Plan, will act under the overall Operational Command of the SOSC and the Lead Authority. However, their respective NOSCs shall retain operational control over them.

Following a decision to render assistance, liaison between the Lead State and the assisting Parties shall be maintained, according to the circumstances and to the type and importance of such assistance, in one of the ways described in section 3.6.

4.5. Joint Response Operations

For the purpose of the Plan, joint response operations are all oil pollution response operations in which personnel, equipment, products and/or other means of at least two Parties are involved.

Joint response operations can be carried out at sea and on shore, and include specific operations described in section 4.1.

The Lead State shall be in full charge of joint response operations. The command structure of the joint response operations is described in section 3.6 and **Diagram 1**.

Personnel, equipment and other means rendered as assistance by the other Parties within the framework of the Plan, shall execute their tasks and duties following the decisions of the SOSC, under the direct operational control of their NOSCs and the tactical command of their respective team leaders and unit commanders (see section 3.6). If strike teams or self-contained units are put at the disposal of the Lead State, the assisting Party will issue instructions to their respective team leaders and unit commanders who will then exercise tactical command over the details of the operations.

During joint response operations the SOSC shall, in addition to assuming overall Operational Command, be specifically responsible for coordinating the actions taken by national means (strike teams, vessels, aircraft) of the Lead State with those taken by the means of the assisting Parties.

The liaison between the assisting Party and the Lead State during joint response operations shall be maintained, according to the circumstances, either through direct contacts, through the Liaison Officer of the assisting Party integrated in the staff of the SOSC, or through NOSCs if these are personally taking part in the operations (see section 3.6).

The Lead Authority shall appoint an officer responsible for receiving the personnel, equipment, products and/or other means from the assisting Parties and for facilitating their participation in joint response operations from the moment of their arrival in the country to the moment of their departure. This officer shall work closely with the Liaison Officer of the assisting Party.

4.6. Use of Dispersants

Each Party shall define its policy regarding the use of dispersants in combating oil pollution and describe it in its NCP. For this purpose the Parties shall take account of the "IMO Dispersant Guidelines in three parts: I

Basic information on dispersants and their application; II Outline for a national policy on the use of dispersants: Proposed template for national policy for the use of dispersants; III Operational and technical sheets for surface application of dispersants” and other suitable international guidelines (e.g. IPIECA and IOGP Good Practice Guidelines for Dispersants, available at the official website of IPIECA).

Each Party shall inform the other Parties (see section 3.8) on its policy regarding the use of dispersants. The information shall include the list of dispersants approved for use in the territory of the Party and an indication of the zones where the use of dispersants is allowed, restricted or prohibited.

The Parties shall develop and agree upon a list of dispersants for use in case of an oil pollution incident.

In case of joint response operations, the Parties shall observe the principle of **prior authorization** for the use of dispersants. This authorization can be given only by the SOSOC or by a person designated by him/her.

In the territory of each particular Party, dispersants shall always be used in accordance with the provisions of the NCP of the Party concerned.

If a Party has prohibited the use of dispersants in its waters, other Parties participating in joint response operations shall observe this decision.

4.7. Request for Additional Assistance from Other Parties

In the case of an oil pollution incident of such magnitude and nature that, in the opinion of the Lead Authority, the joint capabilities and resources of the Parties are not adequate to deal with it, the Lead State may request additional assistance from other States or other resources of equipment and strike teams outside the Caspian Sea region.

In such circumstances, and after consultations with the Lead Authority, other Parties may also request, in accordance with their needs, such additional assistance.

If more than one Party requests assistance from other States or other resources of equipment and strike teams, co-ordination of these actions between the Parties shall be made at the level of their Operational Authorities.

For this purpose, the Parties shall take account of the IMO “Guidelines on International Offers of Assistance (IOA) in Response to a Marine Oil Pollution Incident” and take note of the lexicon in section 11 and Appendix 5 of the guidelines.

4.8. Termination of Joint Response Operations and Deactivation of the Plan

The SOSOC shall terminate the joint response operations when:

- a) pollution response measures have been finalised and the pollutant no longer threatens the interests of any of the Parties; or when
- b) pollution response measures have been completed to a point where response capabilities and resources of the Lead State are sufficient for successfully finalising the response activities.

When considering the termination of joint response operations, the SOSOC shall take into account, in particular, the financial consequences of the continuation and whether continued action would be reasonable.

After taking the decision to terminate joint response operations, the SOSC shall immediately inform the NOSCs of the other Parties and their respective Operational Authorities of this decision and of the deactivation of the Plan.

Following the deactivation of the Plan, all personnel, equipment, unused products and other means which were involved in the joint response operations shall return or be returned to their respective countries of origin.

The Party who requested assistance shall take the necessary measures for the prompt return of the **personnel** of the assisting Parties, although the co-ordination and preparation of the necessary arrangements for their return remains the responsibility of their respective Operational Authorities.

Unless otherwise agreed, the Party who requested assistance shall be responsible for returning to the country of origin all **equipment**, rendered as assistance and all unused treatment **products**. All equipment and other means shall be returned **clean** and in the **best possible working order**.

The Operational Authorities of the Parties concerned may decide, in direct contacts between them, that unused treatment products remain in the country that requested the assistance.

Self-contained units (vessels, aircraft) shall return to their country of origin using their own power. The Party who requested assistance is responsible for facilitating formalities related to leaving its territory/airspace, for all units rendered as assistance.

The Party who requested assistance shall prepare a report on the effectiveness of the personnel, equipment, products and other means received as assistance. These reports shall be circulated to the other Parties.

5. COMMUNICATIONS AND REPORTING

5.1. Communications System

Each Party shall establish and maintain an efficient communications system, operational 24 hours a day, which shall serve for:

- a) receiving reports on oil pollution incidents and transmitting these reports to the Operational Authorities and to other interested parties within the country;
- b) activation of the Plan, requesting assistance and the exchange of operational messages during joint response operations.

The system shall comprise national ERCs together with the National Contact Points for receiving reports on oil pollution incidents, if these are different from the ERCs.

Elements of this communications system which each Party shall establish, including telephone, telefax and telex numbers, e-mail addresses and websites, and the allocated radio frequencies and channels pertinent to each Party, are given in **Annex 4**.

5.2. Pollution Reporting System (POLREP)

For the exchange of information concerning oil pollution incidents, the Parties shall use the pollution reporting system (POLREP) which has been agreed for use within the framework of this Plan. The POLREP is divided into three parts:

- | | |
|-------------------|---|
| Part I (POLWARN) | is an initial notice (first information or a warning) of an oil pollution incident. |
| Part II (POLINF) | is a detailed supplementary report to Part I (within 24 hours of the oil spill). |
| Part III (POLFAC) | is used for requesting assistance from other Parties and for defining operational matters related to this assistance. |

A detailed description of all three Parts of the POLREP is given in **Annex 6**. In situations where the type and extent of the required assistance have not yet been determined, the Party who takes the decision to activate the Plan shall utilize line 53 of the POLINF part of the POLREP message to inform the other Parties that the Plan has been activated.

5.3. Situation Reports (SITREPs)

During the entire period between the activation of the Plan and its deactivation, the Lead State keeps the other Parties informed on:

- a) the development of the situation regarding the oil pollution incident;
- b) the actions taken to combat pollution;
- c) the progress of the joint response operations;
- d) any decisions regarding future response activities;
- e) all other relevant information including, in particular, information concerning environmental impact, effects on marine and coastal resources, and the economic consequences of the oil pollution incident; and
- f) any other incidents occurring during or related to the response operation.

Such information shall be transmitted by the SOSOC to the Operational Authorities of the Parties and to the Regional Mechanism either in the form of POLINF (see Annex 6) or as a text in the form of a situation report (SITREP).

The Lead Authority shall endeavour to transmit a POLINF and thereafter a SITREP at least once a day.

Before dissemination, each report shall be verified by the SOSC.

If pollution combating operations continue at the national level after the deactivation of the Plan, the Party affected by the incident shall continue to inform the other Parties and the Regional Mechanism of the situation until the final termination of all pollution response operations.

It is the responsibility of the Operational Authority of each Party to ensure that the situation reports are transmitted to all interested parties within its respective country.

5.4. Post Incident Reports

Following the termination of pollution response operations, taken at both national level and within the framework of the Plan, the NOSC and/or the SOSC respectively shall prepare a final report including:

- a) a description of the oil pollution incident and development of the situation;
- b) a description of the response measures taken;
- c) a description of the assistance rendered by the other Parties;
- d) an assessment of the complete response operation;
- e) an assessment of the assistance rendered by the other Parties;
- f) a description and analysis of the problems encountered in responding to the oil pollution incident;
- g) recommendations regarding the possible improvement of existing arrangements and, in particular, of the provisions of the Plan.

The final report may also include:

- a) an account of the costs incurred during the response by each Party;
- b) an estimate of environmental and economic damage.

Copies of the post-incident reports shall be sent to all Parties and to the Regional Mechanism.

The reports shall be analysed at the national level by the members of each support team and their respective NOSCs, who shall prepare recommendations concerning amendments and improvements of the Plan, and if necessary, of their NCPs (see sections 2.5 and 3.5).

The conduct of joint response operations and other questions of common interest shall be reviewed during the biennial Conference of the Parties of the Aktau Protocol.

6. ADMINISTRATION, LOGISTICS AND FUNDING

6.1. Logistics

The Lead Authority is responsible for providing all the logistic support necessary for conducting joint response operations.

The Lead Authority shall, in particular:

- a) make the necessary arrangements for accommodation and transportation, within the assisted country, of all assisting personnel;
- b) when equipment and other means are received from the assisting Parties, take the necessary measures to provide:
 - safe storage or parking places, as appropriate, including cranes, fork-lifts and other handling equipment, as necessary;
 - fuel, lubricants, basic repair and maintenance facilities.

As regards the stay in the territory of the Lead State of vessels and aircraft rendered as assistance by other Parties, the Lead Authority shall take the necessary measures to ensure assistance to the crews at airports and in ports, as appropriate, and to provide security services for ships, aircraft and related equipment, while these are in ports or at airports of the Lead State.

6.2. Financial Procedures

The Parties shall observe the general principles as laid down in Article 11 of the Aktau Protocol concerning the reimbursement of costs related to mutual assistance as follows:

- a) The Party who has requested assistance shall reimburse to the assisting Party all expenses incurred in rendering such assistance, according to the invoice submitted by the assisting Party unless otherwise decided on a case-by-case basis.
- b) At the time of incident, the assisting Party shall provide information on the wages of personnel, the rental rates for equipment and other means and the cost of treatment products, which might be rendered as assistance.
The Parties shall endeavour to harmonise their rates and discuss all relevant questions during the meetings of the Operational Authorities.
- c) The assisting Party shall, immediately following receipt of a request for assistance, submit to the requesting Party an offer of the personnel, equipment and other means which can be provided and an estimate of the costs of such assistance.
- d) If the Party who requested assistance decides to withdraw the request for whatever reason, it shall nevertheless pay to the assisting Party all the expenses incurred up to the moment when the request was withdrawn or the personnel and equipment return to their country of origin, as appropriate.
- e) In the event of the transfer of responsibility of Lead State from one Party to another, the costs incurred by requests for assistance by the Lead State shall remain that State's responsibility up to the time of transfer of Operational Command. Any continuation of assistance provided at the confirmed request of the Party taking over responsibility as Lead State shall also take over responsibility for the reimbursement of the costs of assistance from the time of transfer of Operational Command. Such transfer of responsibility shall be realized through an official request, including the date of transfer and description of the financial considerations before and after that.
- f) The Parties shall resolve all questions related to financial matters after the termination of joint response operations.

The provisions of this paragraph shall not prejudice the resolution of any dispute involving third parties that may arise regarding liability and compensation for damages resulting from any oil pollution incident.

In the case of joint response operations, the Lead State (the Party who has requested assistance) shall directly cover the following expenses related to the stay in its territory of personnel, equipment and means (including vessels and aircraft) of the assisting Party:

- a) board and lodging and/or daily subsistence allowance as appropriate, of all response personnel other than the crews of ships and vessels;
- b) any port dues for vessels and ships rendered as assistance;
- c) any airport dues for aircraft rendered as assistance;
- d) necessary fuel for all equipment and means including, in particular, vessels and aircraft, engaged in joint response operations;
- e) medical services provided to injured and ill personnel of the assisting Party;
- f) costs related to repatriation of any personnel who died, were injured or taken ill during joint response operations;
- g) maintenance costs for any piece of equipment, vessel and aircraft engaged in joint response operations;
- h) repair costs for any piece of equipment, vessel or aircraft damaged in its territory during and due to the joint response operations, if such repair needs to be made prior to returning to the country of origin of such equipment and means;
- i) costs of communications related to the joint response operations that have been incurred by the personnel of the assisting Party in the territory of the Lead State.

The assisting Party shall directly cover the following expenses related to the sending to the country that requested the assistance of its personnel, equipment, products or other means including, in particular, vessels and aircraft:

- a) the mobilization of personnel, equipment, products or other means;
- b) the costs of transport of personnel, equipment and products to and from the country where joint response operations are taking place ;
- c) fuel for self-contained units (vessels, aircraft) which travel to the scene of joint response operations using their own power;
- d) costs of communications related to joint response operations that are originating from the territory of the assisting Party;
- e) insurance of the personnel of the strike teams;
- f) medical services rendered, following their return to their country of origin, to response personnel who were injured or taken ill during joint response operations;
- g) maintenance and repair costs for equipment and means engaged in joint response operations which were incurred after the return of such equipment and means to the country of origin.

Following the termination of the joint response operations and the return of all personnel, equipment and other means which were engaged in the joint response operations, each assisting Party shall prepare a detailed invoice including the costs of assistance rendered to the Lead State and other expenses related to this assistance. The following items shall be included in the invoice:

- a) wages of personnel engaged in the joint response operations, calculated on the basis of the prices given to the Lead State when assistance was requested, and the daily work logs approved by the SOSC or another responsible officer of the Lead State;

- b) costs of rental of equipment and means calculated on the basis of the prices given to the Lead State when assistance was requested, and the daily work logs approved by the SOSC or another responsible officer of the Lead State;
- c) cost of treatment products used during joint response operations calculated on the basis of the prices given to the Lead State when assistance was requested, and the daily work logs approved by the SOSC or another responsible officer of the Lead State;
- d) all expenses incurred by the assisting Party as listed above;
- e) costs for replacement of equipment damaged beyond repair during joint response operations.

Upon receipt of such an invoice, the Party who had activated the Plan and requested assistance shall reimburse the expenses incurred by the assisting Parties in relation to the pollution response measures undertaken by these Parties following the activation of the Plan. The Party who activated the Plan shall subsequently include such invoices in its own claim for reimbursement of pollution response related costs, submitted to the party liable for the oil pollution incident, its insurers or an international system for compensation for pollution damages, as appropriate.

Alternatively, the Parties may agree that the claims for reimbursement of such expenses shall be submitted directly to the party liable for the oil pollution incident, its insurers or an international system for compensation for pollution damages, by each Party separately.

Regardless of the party to whom such claims are submitted, they shall be prepared in accordance with the guidelines provided by the IOPC Fund in its "Claims Manual" and attached to the Plan as **Annex 8**. An updated version of the IOPC Fund "Claims Manual" can be found on the IOPC Fund official website.

6.3. Transboundary Movement of Response Personnel, Equipment, Products and Self-Contained Units

In order to facilitate the movement of response personnel, equipment and other means to the place where the assistance is required, the requesting Party will:

- make arrangements for the rapid entry of equipment, products and personnel prior to their arrival and ensure that customs formalities are facilitated to the maximum extent. Equipment and products should be admitted on a temporary basis in accordance with the national law on customs duties of the requesting Party. Such equipment and products should be admitted free of excise and duties wherever possible.
- ensure that, should ships and aircraft be provided, ships are granted all necessary authorisations and aircraft cleared to fly in the national air space. A flight plan or a flight notification will be filed and accepted as an authorization for aircraft to take off, land ashore or at sea outside regular customs airfields.

6.3.1. Immigration and customs formalities

Each Party shall endeavour to make, at the national level, special arrangements applicable in emergency situations, concerning provisions for rapid granting of entry visas and work permits for personnel, as well as permits necessary for the transit or temporary importation of the requested equipment and material.

Details of such arrangements shall be included in the National Contingency Plan of each Party and are reproduced in **Annex 2** to the Plan. This refers, in particular, to information which the assisting Party has to provide to the appropriate national authorities of the requesting Party in order to facilitate the implementation of these special arrangements.

The Parties shall designate **competent customs authorities**, responsible for the prompt clearing of customs formalities related to transboundary movement of response personnel and means in cases of activation of

the Plan. The Parties shall keep each other permanently informed on such customs authorities, and this information (name of the office and of the responsible officer, address, telephone, telex and telefax number) shall be included in **Annex 1**.

Prior to sending assistance to the Party who so requests, the Operational Authority of the assisting Party shall establish direct contact with the competent customs authority of the requesting Party in order to obtain the necessary clearance for the entry of equipment, products and other means into the country.

6.3.2. Overflight procedures

Within the framework of the Plan and upon a specific request of the Lead State, aircraft of the other Parties might be allowed to enter and operate in the airspace of the Lead State for one or more of the following purposes:

- search and rescue;
- surveillance flights;
- transportation of response personnel, equipment and products;
- spraying of dispersants or other treatment products;
- other flights related to pollution response operations.

Each Party shall make, in advance, necessary arrangements concerning rapid granting of permits and clearances for civil aircraft (fixed wing or helicopters) of other Parties, who might be requested to take part in response operations within its airspace. Similar arrangements shall be made for the use of airport facilities by civilian fixed wing aircraft and helicopters engaged in joint response operations.

Overflight for the above-mentioned purposes, of the territory of one of the Parties, by military and state-owned aircraft of the other Parties, shall be decided on a case-by-case basis by the Parties over the territories of which the overflight would occur.

6.3.3. Navigation procedures

Within the framework of the Plan and upon the request of the Lead State, vessels of the other Parties might enter and operate in the territory of the Lead State for one or more of the following purposes:

- search and rescue;
- salvage operations;
- pollution response operations, including containment and recovery of spilled products, spraying of dispersants or other treatment products, storage and transportation of recovered pollutant;
- transportation of response personnel, equipment and products;
- any other voyage related to pollution response operations.

Each Party shall make, in advance, the necessary arrangements concerning the rapid granting of permits and clearances for the navigation of civil vessels (ships, boats, specialised anti-pollution vessels) of the other Parties who might be requested to take part in response operations within its territory. Similar arrangements shall be made for the use of port facilities by civilian vessels engaged in joint response operations.

Navigation for the above-mentioned purposes, in the territory of one of the Parties, by naval and state-owned vessels of the other Parties, shall be decided on a case-by-case basis by the Parties concerned.

In all cases the provisions of the International Convention on Facilitation of International Maritime Traffic, as amended, shall be observed by the Parties concerned.

Each Party shall exercise state border crossing and sojourn of foreign vessels, aircrafts and other transports means involved in combating oil pollution incidents, as well as personnel cargos, materials and equipment required to deal with such incidents pursuant to the regulations of the Party.

6.4. Health and Safety, Medical Insurance and Medical Assistance

Each Party shall ensure that proper health and safety procedures, including the wearing of protective clothing and safety equipment, are followed by its personnel at all times.

Each Party shall take the necessary measures to insure against death, illness and injury, its personnel who might participate in joint response operations, joint exercises and joint training courses.

The Lead State shall endeavour to offer the best possible initial medical care and services to any person from another Party who was injured or taken ill during his/her participation in joint response operations.

The Lead State shall facilitate the repatriation of assisting personnel who are injured or taken ill during joint response operations.

The costs of hospitalization and medical assistance rendered within the territory of the Lead State to injured or ill personnel of the assisting Party shall be borne by the Lead State. The Lead State might decide to claim the reimbursement of all such costs from the party responsible for the oil pollution incident, its insurer or an international system for compensation of pollution damages, as appropriate.

The Parties shall waive the right to make claims against each other for the reimbursement of costs of medical care rendered to persons injured and taken ill during joint response operations.

6.5. Responsibility for Injury and Damage

If assisting strike teams cause any damages to third parties at the time when they are going to or leaving the site of operations, or when they are engaged in oil spill combating and clean-up, the responsibility for such damages shall rest with the respective authority of the assisting Party.

Each Party shall be responsible for damages caused to third parties by its national strike teams during joint exercises.

6.6. Documentation of Response Operations and Related Costs

Full documentation of response activities is vital to facilitate the subsequent pursuance of claims for compensation.

The SOSOC shall take all necessary measures to ensure that detailed records of all actions taken in order to respond to an oil pollution incident, within the framework of the Plan, are accurately kept. For this purpose, the SOSOC will include a record keeping officer/financial controller in his/her support team.

As a minimum, the following records shall be regularly kept:

- a) Description of the situation (including photographs and video records where available), decisions taken and the response measures implemented;
- b) Daily work log giving details of:
 - operations in progress (place, time, purpose);
 - equipment and other means in use (place, time, purpose);
 - personnel employed (place, number, time);

- response products and other material (e.g., fuel) consumed (type, quantity, purpose).

c) Records of all expenditures made in relation to the pollution response operations.

Following the termination of the response operations, such records shall be made available to the national authority responsible for the submission of claims for compensation.

In cases where the Parties have agreed that the assisting Party will submit a separate claim for compensation, the authorities of the Lead State shall make available to the authorities of the assisting Parties copies of relevant records.

PUBLIC INFORMATION

6.7. Public Relations Officer (PRO)

After the activation of the Plan, the Lead Authority shall designate a Public Relations Officer (PRO) who shall be seconded to the SOSC's support team.

The PRO shall be responsible for:

- a) maintaining contacts with the press and other media including radio and TV;
- b) preparing press releases on behalf of the SOSC and the Lead Authority;
- c) following the information released by the press and the media and clarifying any possible misunderstandings.

6.8. Press Releases

Press releases shall be prepared and distributed to the press at least once a day during the entire period between the activation and the deactivation of the Plan.

Press releases shall be prepared by the PRO on the basis of accurate facts provided by the SOSC and/or his/her support team. They shall contain information concerning:

- the oil pollution incident and the development of the situation;
- technical data on vessels involved, type and characteristics of the pollutants, etc.;
- the measures taken to combat pollution;
- the progress of the response measures;
- injuries of personnel and damage to vessels, equipment, etc.

The following guidelines shall be observed when preparing press releases:

- prepare titles/headlines;
- give priority to the most recent and important information;
- use simple sentences and give only one idea per sentence;
- avoid quoting estimates, conjectures and suppositions;
- avoid giving opinions on environmental or other unquantifiable damages;
- draft final wordings very carefully.

Maps showing the area of incident, the evolution of the spill and the sites of the response operations should accompany press releases whenever possible.

All press releases shall be vetted and approved by the SOSC before distribution to the press.

6.9. Press Conferences

After the activation of the Plan, the Lead Authority may decide, in consultation with the SOSC, to organise one or more press conferences for briefing the media.

The following persons may take part in such press conferences:

- SOSC
- specially designated expert members of the support team
- PRO
- representative(s) of the Lead Authority
- representative(s) of the other Parties (e.g., Liaison Officers or NOSCs)
- representative(s) of ship, offshore units and cargo owners and/or their insurers.

Written information on the main facts concerning the oil pollution incident and the joint response operations, maps and photographs may be prepared in advance by the PRO and approved by the SOSC for use during the press conference.

The guidelines concerning the preparation of press releases (section 7.2) are also applicable to participants in press conferences.

**List of Annexes of the Caspian Sea Plan Concerning Regional Co-operation
in Combating Oil Pollution in Cases of Emergency**

Annex 1:

Directory of Competent National Authorities, Contact Points, Emergency Response Centres, National On-Scene-Commanders and Other Relevant Addresses

Annex 2:

Extracts of Relevant Sections of the National Contingency Plans

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Directory of Response Personnel and Inventory of Response Equipment, Products and Other Means which Each Party Might Offer as Assistance in the Event of Activation of the Plan

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Claims Manual – International Oil Pollution Compensation Fund

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Guidelines for Oil Spill Exercises under the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency

ANNEX II

Directory of Competent National Authorities, Contact Points, Emergency Response Centres, National On-Scene-Commanders and Other Relevant Addresses**COUNTRY: Azerbaijan****COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: Ministry for Emergencies of the Azerbaijan Republic (MChS Azerbaijan)

ADDRESS: Block 501, M. Mushviga St., Baku, AZ 1073

TELEPHONE: (+994 12) 512-00-61

TELEX:

TELEFAX: (+994 12) 512-00-46

EMAIL and WEBSITE: info@fhn.gov.az, <http://www.fhn.gov.az/>

WORKING HOURS: 9 a.m. to 6 p.m.

CONTACT PERSON: Etibar Mirzaev, Deputy Minister for Emergencies

ALTERNATIVE CONTACT: Gudrat Abdullaev, Head, Main Operations Directorate

**COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST ASSISTANCE OR DECIDE TO RENDER ASSISTANCE
(Article 4(1)(c) of the Protocol)**

TITLE: Ministry for Emergencies of the Azerbaijan Republic (MChS Azerbaijan)

ADDRESS: Block 501, M. Mushviga St., Baku, AZ 1073

TELEPHONE: (+994 12) 512-00-61

TELEX:

TELEFAX: (+994 12) 512-00-46

EMAIL and WEBSITE: <http://www.fhn.gov.az/>

WORKING HOURS: 9 a.m. to 6 p.m.

CONTACT PERSON: Etibar Mirzaev, Deputy Minister for Emergencies

ALTERNATIVE CONTACT: Gudrat Abdullaev, Head, Main Operations Directorate

**NATIONAL OPERATIONAL AUTHORITY
(Section 2.2(b) of the Plan)**

TITLE: Caspian Basin Emergency Rescue Service (CBARS)

ADDRESS: Sabail Bay-3, Baku, AZ 1023

Reception:

Tel: (+994 12) 512-45-02, E-mail: xhqx@fhn.gov.az (Working hours: Weekdays; 8.30 a.m. to 5 p.m.)

Control Room:

Tel: (+994 12) 512-45-46, E-mail: dispatcher.xhqx@fhn.gov.az (Working hours: 24/7)

Security group:

Tel: (+994 12) 512-45-61 (Working hours: 24/7)

CONTACT PERSON: Duty Dispatcher

ALTERNATIVE CONTACT: Duty security officer

COUNTRY: Islamic Republic of Iran**COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: Ports & Maritime Organization

ADDRESS: No.1, Shahidi Street, Shahid Haghani Expressway, Vanak Square, Tehran

TELEPHONE: +98 21 88651110, +98 21 84932171

TELEFAX: +98 21 88651112, +98 21 84932190

EMAIL and WEBSITE: npasandeh44@gmail.com, www.pmo.ir

WORKING HOURS:

CONTACT PERSON: Mr. Majid Alinazi

ALTERNATIVE CONTACT: Mr. Nader Pasandeh

**COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST
ASSISTANCE OR DECIDE TO RENDER ASSISTANCE
(Article 4(1)(c) of the Protocol)**

TITLE: Ports & Maritime Organization

ADDRESS: No.1, Shahidi Street, Shahid Haghani Expressway, Vanak Square, Tehran

TELEPHONE: +98 21 84932171, +98 21 84932175

TELEFAX: +98 21 84932190

EMAIL and WEBSITE: npasandeh44@gmail.com, mmirnejad1393@yahoo.com, www.pmo.ir

CONTACT PERSON: Mr. Nader Pasandeh

ALTERNATIVE CONTACT: Mr. Mohammad Mirnejad

**NATIONAL OPERATIONAL AUTHORITY
(Section 2.2(b) of the Plan)**

TITLE: Ports & Maritime Organization

ADDRESS: No.1, Shahidi Street, Shahid Haghani Expressway, Vanak Square, Tehran

TELEPHONE: +98 21 84932171, +98 21 84932175

TELEFAX: +98 21 84932190

EMAIL and WEBSITE: npasandeh44@gmail.com, mmirnejad1393@yahoo.com, www.pmo.ir

CONTACT PERSON: Mr. Nader Pasandeh

ALTERNATIVE CONTACT: Mr. Mohammad Mirnejad

COUNTRY: Kazakhstan**COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)****RESPONSIBLE FOR PREPAREDNESS FOR OIL POLLUTION INCIDENTS**

TITLE: Ministry of Energy of the RK
ADDRESS: 19A Kabanbai batyr avenue, 010000, Astana
TELEPHONE: (7172) 78-68-03, 740069
TELEX:
TELEFAX: (+994 12) 512-00-46
EMAIL and WEBSITE: www.energo.gov.kz
WORKING HOURS: 9.00-18.30
CONTACT PERSON: Magauov Aset Maratovich (Vice Minister of Energy of the Republic of Kazakhstan)
ALTERNATIVE CONTACT: Momyshev Talgat Amangeldievich (Chairman of the Committee for Environmental Regulation and Control)

RESPONSIBLE FOR RESPONDING TO OIL POLLUTION INCIDENTS

TITLE: Ministry of Internal Affairs of the Republic of Kazakhstan
ADDRESS: 1 Tauelsizdik Avenue, 010000, Astana
TELEPHONE: Help desk (7172) 72-20-50, 94-50-80
TELEX:
TELEFAX: (+994 12) 512-00-46
EMAIL and WEBSITE: www.mvd.gov.kz
WORKING HOURS: 9.00-18.30
CONTACT PERSON: Ilyin Yuri Viktorovich (Deputy Minister of Internal Affairs of the Republic of Kazakhstan)
ALTERNATIVE CONTACT: Bekker Vladimir Robertovich (Chairman of the Emergency Situations Committee of the Ministry of Internal Affairs of the Republic of Kazakhstan)

**COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST ASSISTANCE OR DECIDE TO RENDER ASSISTANCE
(Article 5(1)(c) of the Protocol)**

TITLE: Ministry of Internal Affairs of the Republic of Kazakhstan
ADDRESS: 1 Tauelsizdik Avenue, 010000, Astana
TELEPHONE: Help desk (7172) 72-20-50, 94-50-80
TELEX:
TELEFAX: (+994 12) 512-00-46
EMAIL and WEBSITE: www.mvd.gov.kz
WORKING HOURS: 9.00-18.30
CONTACT PERSON: Ilyin Yuri Viktorovich (Deputy Minister of Internal Affairs of the Republic of Kazakhstan)
ALTERNATIVE CONTACT: Bekker Vladimir Robertovich (Chairman of the Emergency Situations Committee of the Ministry of Internal Affairs of the Republic of Kazakhstan)

**NATIONAL OPERATIONAL AUTHORITY
(Section 2.2(b) of the Plan)**

TITLE: Committee for Emergency Situations of the Ministry of Internal Affairs of the Republic of Kazakhstan
ADDRESS: 010000, Republic of Kazakhstan, Astana city, Mangilik el street 8, entrance number 2
TELEPHONE: (7172) 94-80-13, 94-50-80

TELEX:

TELEFAX: (7172) 94-48-32

EMAIL and WEBSITE: www.emer.gov.kz

WORKING HOURS:

CONTACT PERSON: Bekker Vladimir Robertovich (Chairman of the Emergency Situations Committee of the Ministry of Internal Affairs of the Republic of Kazakhstan)

ALTERNATIVE CONTACT: Dzhumashev Zhasulan Kdyrguzhievich (Deputy Chairman of the Committee on Emergency Situations of the Ministry of Internal Affairs of the Republic of Kazakhstan)

COUNTRY: Russian Federation**COMPETENT NATIONAL GOVERNMENTAL AUTHORITY**

TITLE: Ministry of Transport of the Russian Federation
ADDRESS: 1-1 Rozhdestvenka str., Moscow 109992
TELEPHONE: +7 (495) 626 10 00
TELEX: AT/TX 207512 CSSC RU
TELEFAX: +7 (495) 626-90-38/91-28; +7 (495) 626-91-05 (checking)
EMAIL and WEBSITE: info@mintrans.ru; www.mintrans.ru
WORKING HOURS: 9:00 through 18:00
CONTACT PERSON: Mr. K. Palnikov, Director, Department of State Policy in the field of Maritime and River Transport
ALTERNATIVE CONTACT: Mr. V. Kluev, Deputy Director, Department of State Policy in the field of Maritime and River Transport

COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST ASSISTANCE OR DECIDE TO RENDER ASSISTANCE

TITLE: Ministry of Transport of the Russian Federation
ADDRESS: 1-1 Rozhdestvenka str., Moscow 109992
TELEPHONE: +7 (495) 626 10 00
TELEX: AT/TX 207512 CSSC RU
TELEFAX: +7 (495) 626-90-38/91-28; +7 (495) 626-91-05 (checking)
EMAIL and WEBSITE: info@mintrans.ru; www.mintrans.ru
WORKING HOURS: 9:00 through 18:00
CONTACT PERSON: Mr. V. Olersky, Deputy Minister of Transport
ALTERNATIVE CONTACT: Mr. K. Palnikov, Director, Department of State Policy in the field of Maritime and River Transport

NATIONAL OPERATIONAL AUTHORITY

TITLE: Federal Agency for Maritime and River Transport (Rosmorrechflot)
ADDRESS: 3/6 Petrovka street, Moscow 125993
TELEPHONE: +7 495 626 10 52/13 44
TELEX:
TELEFAX: +7 (495) 626 15 62
EMAIL and WEBSITE: ud@morflot.ru; www.morflot.gov.ru
WORKING HOURS: 9:00 – 18:00
CONTACT PERSON: Mr. Yu. Kostin, Deputy Head of Rosmorrechflot
ALTERNATIVE CONTACT: Mr. D. Ushakov, Acting Head of the Shipping Safety Department

COUNTRY: Turkmenistan**1a. COMPETENT NATIONAL GOVERNMENTAL AUTHORITY¹
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: "Turkmedenizderyayollary" Agency

ADDRESS: 745000, 8 «A» Shagadam street, Turkmenbashi city

TELEPHONE: (+993 243) 2-03-60

TELEX:

TELEFAX: (+993 243) 2-07-44

EMAIL and WEBSITE: tmrl.foreign_dept@online.tm, https://tmrl.gov.tm

WORKING HOURS: 9:00-18:00

CONTACT PERSON: **Hayytmuradov Agamurad Bayramgeldiyevich** (Head of "Turkmedenizderyayollary" Agency)

ALTERNATIVE CONTACT: **Jepbarov Rovshen Yakubovich** (Deputy Head of "Turkmedenizderyayollary" Agency)

**1b. COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: **State Concern "Turkmennebit"**

ADDRESS: 56, Avenue Archabil, 744036 Ashgabat

TELEPHONE: +(993 12) 40 39 75 (24 hours a day); 40 36 01; 40-3109

TELEX:

TELEFAX: +(993 12) 40 31 55

EMAIL and WEBSITE: turkmennebit@online.tm; nebit.wes@online.tm

WORKING HOURS: 9:00-18:00

CONTACT PERSON: **Toigeldy Mammedov - Deputy Chairman**

ALTERNATIVE CONTACT: **Mergen Dzhumaev -Head of the Central Engineering and Technological Service**

**1c. COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: **State Concern "Turkmengaz"**

ADDRESS: 56, Avenue Archabil, 744036 Ashgabat

TELEPHONE: (+993 12) 40 33 85, 40-32-01, 40-31-21, 92 45 80, 92-45-88

TELEX:

TELEFAX: + (993 12) 40-32-54

EMAIL and WEBSITE: turkmengaz@online.tm; b.babayew@mail.ru

WORKING HOURS: 9:00-18:00

CONTACT PERSON: **Berdymurad Amanov-Deputy Chairman of State Concern "Turkmengaz"**

ALTERNATIVE CONTACT PERSON: **D. Mukhammedov-Head of the paramilitary Department "Nebitgazkhovpsyzyk"**

COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST ASSISTANCE OR DECIDE TO RENDER ASSISTANCE

(Article 4(1)(c) of the Protocol)

TITLE: **State Commission for Emergency Situations of Turkmenistan**

¹ Turkmen Party has appointed **three** state bodies as the responsible authorities for the providing preparedness and response to incidents causing oil pollution.

ADDRESS: **21, Avenue Bitarap Turkmenistan, Ashgabat**

TELEPHONE: **+99312 928009; +99312 928020**

TELEX:

TELEFAX: **+99312 928010; +99312 928034**

EMAIL and WEBSITE: **ulag@online.tm**

WORKING HOURS: **9:00-18:00**

CONTACT PERSON: **Bayramgeldy Orazgeldyevich Ovezov**-Deputy of the Cabinet of Ministers of Turkmenistan, Deputy of the State Commission for Emergency Situations of Turkmenistan

ALTERNATIVE CONTACT PERSON: **Pena Bayramovich Ilyasov**-Head of the Department of Emergency Situations and Civil Protection of the Cabinet of Ministers of Turkmenistan.

NATIONAL OPERATIONAL AUTHORITY

(Section 2.2(b) of the Plan)

TITLE: **“Turkmedenizderyayollary” Agency**

ADDRESS: **745000, 8 «A» Shagadam street, Turkmenbashy city**

TELEPHONE: **(+993 243) 4-94-84**

TELEX:

TELEFAX : **(+993 243) 4 93 33, (+993 243) 2-07-44**

EMAIL and WEBSITE: **tmrl.foreign_dept@online.tm, https://tmrl.gov.tm**

WORKING HOURS: **9:00-18:00**

CONTACT PERSON: **Hayytmuradov Agamurad Bayramgeldiyevich** (Head of “Turkmedenizderyayollary” Agency)

ALTERNATIVE CONTACT: **Jepbarov Rovshen Yakubovich** (Deputy Head of “Turkmedenizderyayollary” Agency)

Draft
GUIDELINES FOR OIL SPILL EXERCISES UNDER
THE CASPIAN SEA PLAN CONCERNING REGIONAL COOPERATION IN COMBATING OIL POLLUTION IN
CASES OF EMERGENCY
'AKTAU PROTOCOL IMPLEMENTATION PLAN'

Background

1. In developing the draft Guidelines it was recognized that there is extensive experience of regional oil spill exercising around the world and that in drawing up the draft Guidelines the working group should utilize this experience. Three highly relevant references were:

- HELCOM Manual on Co-operation in Combating Marine Pollution, Volume I, Chapter 10, *Exercises and Related Guidelines*
- IMO/IPIECA Report Series Volume 2: *Guide to Oil Spill Exercise Planning*.
- Guidelines for oil spill exercises under the Black Sea Contingency Plan

2. In addition, as the Russian Federation is participating in the Black Sea, the Baltic Sea and the Caspian Sea regional arrangements it was felt that the HELCOM guidelines would be particularly valuable. Also, Russian Federation's contribution and experiences in connection with the development on exercise guidelines for the NOWPAP (Northwest Pacific Action Plan) Region could be useful for the Caspian Sea and the experiences of the I.R. of Iran for the ROPME Sea Area.

3. For this reason, much of the text and terminology used by HELCOM has been adopted in the Caspian Sea draft Guidelines for consistency.

Guidelines for Oil Spill Exercises under the Aktau Protocol Implementation Plan

Introduction

The Guidelines are to be used in the development and implementation of regional cooperation under the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency (Caspian Sea Plan) in conformance with its Section 2.4 on Joint Training and Exercises.

In designing, developing and executing oil spill exercises the following eight guiding principles have been agreed by the International Maritime Organization (IMO) and IPIECA (the global oil and gas industry association for environmental and social issues). The same guiding principles have been adopted for use in connection with all exercises carried out under the framework of the Tehran Convention as follows:

1. Ensure that management from the top down supports the exercise activity.
2. Set clear, realistic and measurable objectives for an exercise.
3. The thrust of exercising is to improve—not to impress.
4. Simpler, more frequent exercises lead to faster improvements initially.
5. Do not tackle complex exercises until personnel are experienced and competent.
6. Too many activities, locations and participants can overcomplicate an exercise.
7. Evaluating the exercise successfully is as important as conducting it successfully.
8. Planning and conducting a successful exercise is a significant accomplishment.

The activities under the Astrakhan Agreement may be taken into account when developing the long-term exercise schedule as per Annex 1.

Types of Exercises

Under the framework of the Caspian Sea Plan the following types of combating exercises have been agreed upon:

CASPIAN SEA ALPHA: Synthetic or Table-top Exercise

CASPIAN SEA BRAVO: Alarm or Communication Exercise

CASPIAN SEA CHARLIE: Equipment Deployment Exercise

CASPIAN SEA DELTA: Operational Exercise

CASPIAN SEA ECHO: State-of-the-art Exercise

Decisions on the exercise programme including the types of exercises, aims and goals for the exercises, time for the execution and appointment of Lead Countries are taken during the meetings of the National Operational Authorities. CASPIAN SEA BRAVO, CHARLIE, DELTA and ECHO exercises can be executed independently or in combination with each other.

A proposed Long-term Plan of Exercises in the Caspian Sea region has been attached as Annex 1 to the present Guidelines.

Synthetic or Table-top Exercise (CASPIAN SEA ALPHA)

This exercise type is a 'paper exercise', the aim of which is to create a base for discussion on matters relating to organization, communication, logistics, etc. in combating actions involving two or more Contracting Parties.

The exercise will normally take place during meetings of the National Operational Authorities.

The outline of the exercise is pre-planned in such a way that the players will be presented with a scenario of a pollution incident giving such facts of the incident that most probably would be at hand in the initial phase.

The situation in the initial phase will be followed by presentations of the situation as it has developed at certain chosen later stages.

After each presentation, the players are given the necessary time to consider their national follow-up action in relation to the incident situation.

The national follow-up actions are then presented and discussed.

Alarm or Communication Exercise (CASPIAN SEA BRAVO)

The aim of this exercise type is to test the agreed procedures and lines of communication for reporting, requesting and providing assistance, and to get a picture of the current response readiness of the Contracting Parties when called to assist.

The exercise further aims at familiarizing the personnel with the use and national handling of the adopted POLREP reporting form.

It is not the intention with this exercise that combating equipment and its handling personnel should be activated.

When receiving an exercise POLREP (POLWARN) the participating Contracting Parties should record the time of receipt, time of transmission to the responsible national authority and time of the receipt of POLREP (POLWARN) by the person responsible for initiating further national action.

When receiving an exercise POLREP (POLINF/POLFAC) in addition to the times recorded as for POLREP (POLWARN) the participating Contracting Parties should make a realistic evaluation of the types and the amount of equipment and personnel at their disposal for rendering assistance called for, as well as the time for its arrival at the scene of the accident.

After the termination of each exercise the participating Contracting Parties shall submit a report containing the above-mentioned times and evaluations to the Lead State. The Lead State should compile this information in a report, which should be sent to the Regional Mechanism for further circulation to other Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities.

CASPIAN SEA BRAVO Exercises are executed without notice but within a specified period of time (normally within a calendar week).

CASPIAN SEA BRAVO Exercises can be carried out in turn between two or more Contracting Parties, and the arrangement and the initiation of the exercise are undertaken by representatives of the Parties involved and assisted by the Regional Mechanism, if needed.

The Initiating Party shall develop a realistic exercise scenario, on which the CASPIAN SEA BRAVO Exercise is based.

CASPIAN SEA BRAVO Exercises shall be initiated with a POLREP (POLWARN) message submitted by the Initiating Party to National Contact Points of participating Parties and identified in Annex 1 of the Caspian Sea Plan.

The initial POLREP (POLWARN) and subsequent messages related to the present CASPIAN SEA BRAVO Exercise shall be submitted in writing by a relevant electronic means of communication to the National Contact Point(s) identified in Annex 1 of the Caspian Sea Plan or any other address identified during the present CASPIAN SEA BRAVO Exercise.

In cases where e-mails are used as means of communication an "Automatic confirmation of receipt" could be used. However, a request for "acknowledge" should always be responded to.

The Competent National Operational Authorities of the Parties shall ensure that all operational duty personnel are familiar with these Exercise Guidelines, and the communication procedures set out in the Caspian Sea Plan.

Equipment Deployment Exercise (CASPIAN SEA CHARLIE)

The purpose of this exercise is to test the co-operation between the combating units of the Contracting Parties with respect to both communication and equipment. Involvement of personnel - except those needed for running the equipment - should be very restricted.

CASPIAN SEA CHARLIE Exercises are carried out between two or more Contracting Parties with bordering Areas of Responsibility.

Notice as to the time and event is to be given well in advance of the exercise, and the Contracting Parties not taking part in the exercise and the Regional Mechanism shall be invited to send observers to the exercise.

When planning the date for the execution of the exercise a back-up date should be held in reserve. The participating Contracting Parties must be informed as soon as possible and at least three days in advance if the exercise has to be executed on the back-up date or altogether cancelled.

Reports on the exercise should be sent from the Lead State to the Regional Mechanism for further circulation to other Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities.

CASPIAN SEA CHARLIE Exercises are arranged and executed after direct consultation between the Contracting Parties involved.

Operational Exercise (CASPIAN SEA DELTA)

The aim of this exercise type is partly to test the alarm and communication procedures, the response capability, and the response time of the Contracting Parties, partly to test and train the staff functions and the co-operation between response units (including the response equipment) of the Contracting Parties.

CASPIAN SEA DELTA Exercises are carried out every three years, with the execution of exercises rotating between the Contracting Parties. The meetings of the National Operational Authorities will develop and agree to an Exercise Programme covering three years or more ahead, as appropriate. The Exercise Programme will state who should arrange and host the coming exercises and what should be the aims of these exercises.

The Long-term Exercise Plan is set out in Annex 1 of the present Guidelines.

The agreed Lead State has the overall responsibility to plan and execute the exercise. At the discretion of the Lead State other relevant and realistic elements of an accident at sea may be included in the Exercise CASPIAN SEA DELTA scenario, i.e.: Search and Rescue (SAR), firefighting, emergency transfer of cargo, claims and compensation, shore-line clean-up, wild life protection and restoration etc.

Also, custom and immigration procedures in connection with import and export of emergency response personnel and equipment might be considered as exercise elements.

Further, the application of dispersants might be considered as a response option during a CASPIAN SEA DELTA Exercise. If this option is used, national procedures of approval and spraying limitations should be included as incidents in the exercise planning.

Taking into consideration that different Time Zones apply to the Caspian Sea region the "Exercise Time" in use should be clarified. The use of UTC-time as "Exercise Time" should be considered as an option.

Custom and Immigration clearance for participating units of other Parties could be time consuming, which is why it is recommended to allow one extra day for foreign units prior to the execution day of the CASPIAN SEA DELTA Exercise.

A report, evaluating the results of the exercise and making recommendations for improvements to the Caspian Sea Plan, as appropriate, should be distributed to the Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities (see further section on *Planning and Evaluation of CASPIAN SEA DELTA Exercises*).

While participation in the exercise is voluntary, it is recommended that at least the neighboring countries participate.

State-of-the-art Exercise (CASPIAN SEA ECHO)

The aim of this exercise is to demonstrate the state-of-the-art of a specific topic, e.g. a type of equipment, a response method, and means of communication or scientific tests. Traditional operational response activities will not form a part of this type of exercise.

As the aim of CASPIAN SEA ECHO Exercises is to demonstrate the-state-of-the-art, great emphasis should be given to inviting relevant observers from the Contracting Parties and relevant international organizations, as appropriate.

The exercise should be followed by an immediate exercise briefing in order to benefit from the remarks from the observers. The Lead State should send a report of the exercise to the Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities.

Procedures for the Exercises

To identify exercise traffic and to avoid conflict with exercises undertaken within other agreements, the text of all messages (both to and from the Lead State) shall begin with the words:

"EXERCISE CASPIAN SEA"

All messages shall end with the words:

"EXERCISE-EXERCISE-EXERCISE"

At the end of each exercise the Lead State shall send a final "End of exercise" message to all Parties concerned.

In cases where e-mails are used as means of communication an "Automatic confirmation of receipt" could be used. However, a request for "acknowledge" shall always be responded to.

Exercise Reports

After an exercise the Lead State shall prepare a brief report for submission the other Contracting Parties and to the National Operational Authorities for consideration at its next meeting. The final report, including comments by the National Operational Authorities shall be submitted to the next Meeting of the Contracting Parties for information and approval/adoption, as appropriate. (for reports from CASPIAN SEA DELTA Exercises, see further section on *Planning and Evaluation of CASPIAN SEA DELTA Exercises*).

The report should, as a minimum, cover the following items:

1. Preparation of the exercise
 - a short description of how the exercise was prepared and relevant references
2. Implementation of the exercise
 - date and period of exercise,
 - a brief description of how the exercise was initiated

3. Participating Contracting Parties
 - names of participating Parties with a description of participating units, equipment items and personnel
4. Running and finalization of exercise
 - Under this heading a brief description of following items (if applicable) should be given:
 - scenario
 - command
 - communications
 - finalization of exercise
5. Comments of the participating Contracting Parties
 - A brief summary of comments received from each participating Parties. Only comments on important matters should be mentioned.
6. Conclusion
 - a general conclusion from the Lead State's point of view on lessons learned
 - suggestions and recommendations on how to improve exercises in the future.
 - suggestions and recommendations for improvements or amendments to the Caspian Sea Plan.

Tables, statistics, figures or pictures can be added as necessary under each item as annexes at the end of the heading.

APPENDIX 1

Checklist of Administrative and Organizational Problems, which could arise in an Operational Exercise (CASPIAN SEA CHARLIE or DELTA)

In general, it is up to each littoral State to take care of all formalities itself. But it is advisable that the Lead State undertakes to make precautions in order to facilitate the granting of all clearance and permissions required.

This checklist is to help the Lead State arranging an operational exercise and the participating Parties not to forget issues of importance:

- diplomatic clearance
- customs questions
- general health and safety issues
- conditions of work
- insurance of personnel
- civil liability for injuries or damage
- accommodation and meals
- medical treatment
- equipment and repairs
- report to the meeting of the National Operational Authorities
- share general programme well in advance, including:

- | | | |
|-----------------------|--|-----------------------|
| * exercise condition | * exercise command | * hotel reservation |
| * briefing/debriefing | * liaison officer | * transports |
| * operational command | * communication | * observers |
| * participating units | * recommended charts | * social events |
| * timetable | * required diplomatic clearance | * information service |
| * pilot regulation | * applicable customs and immigration regulations | * moorage |
| * time zone | * supplies | * first aid |

APPENDIX 2

Planning and Evaluation of CASPIAN SEA DELTA Exercises

Planning

First announcement and invitation to participation should be sent to the Contracting Parties six months in advance of the exercise. This first announcement should:

- inform on the aim, the date, including a back-up date, and place of the exercise; and
- call for participation of ships and observers.

Announcements of participation should be made to the Lead State four months in advance of the exercise.

Having received the announcements of participation the Lead State should send out practical information about the exercise. Examples of such information are given in the preceding section. This information should not include details of the exercise scenario.

In general, it is up to the Lead State to plan the exercise scenario.

Although the aim of a CASPIAN SEA DELTA Exercise is to check and train the operational system as a whole, efforts should also be made to change the tasks of the participating units during the exercise, in order for personnel to gain as much experience as possible from the exercise.

The participating Parties must be informed as soon as possible and at least three days in advance if the exercise has to be executed on the back-up date or altogether cancelled.

Recognizing that most Parties have in place special national custom and immigration procedures for use in case of any real civil emergency, it is however recommended that the Lead State allocate a day Zero minus one (Day 0 ÷1), allowing ample time for necessary custom and immigration procedures applicable to non-real emergency situations.

Exercise Evaluation

An Exercise Evaluation Team (EET) shall, be established, to enable beforehand comments on the exercise scenario, and thus ensure the best benefits of the scheduled exercise. The exercise scenario shall be sent in due time to the members of the EET to enable them to comment thereupon.

The EET normally consists of three members, of which one is from the Lead State, one from the Contracting Party who arranged the previous exercise, and one from the Contracting Party who will arrange the next exercise.

The EET shall, in order to strengthen the operational co-operation between the Contracting Parties, prepare an unbiased evaluation of the exercise.

This evaluation is to be conducted in two steps; as an intermediate evaluation and as a final evaluation.

For the intermediate evaluation the tasks of the EET are:

- to be present during the exercise; and
- to give an oral presentation of the findings and a preliminary evaluation of the exercise to the participants immediately after the exercise (at the Exercise debriefing).

For the final evaluation the task of the EET is:

- to make a written report of the final evaluation including lessons learnt and proposals for future similar activities. The report should be submitted by the Lead State for further circulation to other Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities.

The members of the EET agree between themselves on the designation of a Team Leader or Spokes Person and decide between themselves their individual tasks and their geographical location(s) during the execution of the exercise.

APPENDIX 3

FINANCIAL CONSIDERATIONS IN CONNECTION WITH EXERCISE PLANNING

Planning and implementation of regional exercises might have substantial financial impact on the Lead and Host Country as external funding is not considered as an option. The provision and approval of adequate funding is to be considered as an internal national issue, which will require approval from national fiscal authorities well in advance of the exercise and prior to accepting the role as Host/Lead Country.

The following is a non-exhaustive list of expenditures for consideration in connection with planning and implementation of a Regional Exercise.

ITEM	COST ITEM
Exercise planning	<p>Personnel costs:</p> <ul style="list-style-type: none"> ○ Salary ○ Travel ○ Accommodation ○ DSA ○ Local transportation <p>Meeting facilities</p> <ul style="list-style-type: none"> ○ Food and refreshments ○ Secretariat support <p><i>Necessary trainings and workshops</i></p> <p><i>Planning meetings with national and local authorities</i></p> <p><i>Printing of exercise documents</i></p> <p><i>New documentation, charts, maps etc.</i></p>
Exercise execution	<p>Personnel costs:</p> <ul style="list-style-type: none"> ○ Salary ○ Travel, international/national ○ Accommodation ○ DSA ○ Local transportation <p>Ships :</p> <ul style="list-style-type: none"> ○ Participating units ○ Boats ○ Observer vessel ○ Fuel, bunkers, water etc.

	<ul style="list-style-type: none"> ○ <i>Port fees</i> ○ <i>Pilotage</i> ○ <i>Charts and maps</i> ○ <i>Loading & unloading equipment</i> ○ <i>Food and refreshments</i> <p>Exercise Control Room</p> <ul style="list-style-type: none"> ○ <i>Personnel costs</i> ○ <i>Photo copying</i> ○ <i>Printing</i> ○ <i>Security guards</i> ○ <i>Charts, maps, black boards etc.</i> ○ <i>Food and refreshments</i> ○ <i>Local transportation</i> ○ <i>Equipment rent</i> <p>Other government agencies, observers and guests</p> <ul style="list-style-type: none"> ○ <i>Accommodation</i> ○ <i>Local transportation</i> ○ <i>Food and refreshment</i> ○ <i>Exercise dinner or reception</i> ○ <i>Briefing facilities</i> ○ <i>Travel, national and international</i> ○ <i>Information and assistance</i> <p>Response equipment rent</p> <p>Lifting, transportation and equipment handling, trucks</p> <p>First aid</p> <p>Shore line response equipment handling and transportation</p> <p>Air planes and helicopters</p> <p>Press/Public information</p> <ul style="list-style-type: none"> ○ <i>Briefing facilities</i> ○ <i>Food and refreshments</i> ○ <i>Phone and Internet</i> <p>Private contractors</p> <p>Logo, certificates, exercise souvenirs</p> <ul style="list-style-type: none"> ○ <i>Carrier bags</i> ○ <i>T-shirts, caps etc.</i>
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Post Exercise	Personnel costs Travels Local transportation De-briefing facilities Dinner / Reception Reporting and Printing Photograph and video recording of exercise events Gifts De-commissioning, cleaning, repair and conservation of equipment

Long-term Plan for Oil Spill Preparedness Exercises in the Caspian Sea

(The Guidelines and Long-term Plan will be inserted to Annex 9 of the Aktau Regional Implementation Plan)

The responsibility for the planning of the exercises will generally rotate among the Parties in alphabetical order. However, if a Party is unable to plan and host a scheduled exercise (i.e. due to financial constraints), a volunteer will be sought.

Long-term Exercise Schedule

States/Exercise	AZ	IR	KZ	RU	TK
Alpha	Once per year in conjunction with a meeting of the National Operational Authorities.				
Bravo	Twice per year.				
Delta	Once every three years.				

Annex IV

Aktau Protocol Implementation

Budget 2023-2024

Nº	Timeframe	Description of activity	Expected outputs	Implementation	Finance (US\$)
The Protocol Concerning Regional Preparedness, Response and Co-operation in Combating Oil Pollution Incidents (Aktau Protocol) ²					
1	Jan. 2023- Dec. 2024	Finalization and approval of the Aktau Protocol Implementation Plan and implementation of relevant activities	Institutional arrangements completed, and Aktau Protocol Implementation Plan adopted	Caspian Governments with TCIS support	10,000 (TC) 35,000 (EB)
2	Jan. 2023- Dec. 2024	Organization of work of the National Operational Authorities under Aktau Protocol	Comprehensive training workshops in connection with the meeting of the National Operational Authorities under Aktau Protocol	TCIS with support Caspian Governments and OSPRI	20,000 (TC) 45,000 (EB)
3	Jan. 2023- Dec. 2024	Review assessment of National Contingency Plans with Aktau Protocol Plan combined with capacity building workshop to harmonize national action plans with the Aktau Protocol Implementation Plan	National Contingency Plans aligned with the Aktau Protocol	Caspian Governments with TCIS support	65,000 (EB)
4	Jan. 2023- Dec. 2024	Exercises and trainings in accordance with the long-term plan of the Aktau Protocol Implementation Plan	1 ALPHA exercise, 2 BRAVO exercises, 1 DELTA exercise held	Caspian Governments with TCIS support	20,000 (TC) 160,000 (EB)
5	Jan. 2023- Dec. 2024	Developing cooperation with oil and gas industry through OSPRI as well as joint programming and other cooperative arrangements	Regional and national recommendations for oil and gas industry cooperation developed	TCIS with support Caspian Governments and OSPRI	35,000 (EB)

² The extrabudgetary resources (EB) listed under the Aktau Protocol implementation are not secured

6	Jan. 2023- Dec. 2024	Preparation of review of the use of dispersants taking into account international guidelines and national policies in this area	Regional review and national policies on use of dispersants taking into account international guidelines	TCIS with support Caspian Governments	35,000 (EB)
7	Jan. 2023- Dec. 2024	Activities related to Aktau Protocol Regional Mechanism	Regional Mechanism in operation	TCIS with support Caspian Governments	20,000 (UNEP) 120,000 (EB)

**Report
Implementation and Operational Authorities Meeting under the Aktau Protocol,
1-3 November 2021**

The meeting, held online from 1-3 November 2021, comprised a meeting of high-level government representatives as well as of the Operational Authorities concerned with the implementation of the Aktau Protocol. The objectives of the meeting were to 1) familiarize experts with the Aktau Protocol file repository on the new Tehran Convention website, 2) review and agree on the text of the Caspian Sea Plan Concerning Regional Cooperation in Combating Oil Pollution Incidents (Plan), 3) agree on the long-term exercise agenda 4) substantiate cooperation activities with the Astrakhan Agreement, and 5) review the activities and budget of the Aktau Protocol implementation beyond 2021. It was chaired by Mr. Mahir Aliyev, Coordinator of the Tehran Convention Interim Secretariat (TCIS) and on day 3 partly by Mr. Frits Schlingemann, Senior Adviser TCIS. A list of participants is attached.

1) Aktau Protocol file repository on Tehran Convention website

Mr. Daniel Nixdorf, Adviser TCIS, presented the Aktau Protocol file repository on the new Tehran Convention website. The repository will allow the responsible representatives of the Parties to have access to the latest documents concerning the Aktau Protocol. This is especially relevant for Annexes 1 to 5 of the Plan which contain individual information of the Parties, such as emergency contact information which will have to be always kept up to date. The meeting requested the Parties to designate responsible technical officers who would have access to and maintain the document repository of their country on the website. Countries asked for ample time to familiarize themselves with the document repository and the TCIS informed that it plans to hold respective training sessions with the responsible technical officers of the Parties.

The TCIS will send a formal request for a designated officer(s) to be responsible for keeping the Annexes 1 to 5 of the Plan up to date.

2) Caspian Sea Plan Concerning Regional Cooperation in Combating Oil Pollution Incidents

The TCIS introduced the three items that remained unresolved under the Plan, the definition of regional mechanism, the language use, and the financial procedures of the Plan.

The meeting came close to agreeing on a compromise proposal which was supported by four of the five Parties and found common ground on the contested elements. The proposal, as per below, is contained in the negotiated Plan as emerged from the meeting. Azerbaijan will internally review the proposal and offered to provide the TCIS with their decision and comments, if any, in writing after the meeting.

***“Regional Mechanism** means a mechanism [including procedures] for coordinating and assisting in an effective response to oil pollution incidents with functions as described in Article 13 of the Aktau Protocol including ~~on technical cooperation in emergency cases, on the exchange of information on incidents and technical means for incident monitoring, and on optimizing the Caspian Sea Plan Concerning Regional Cooperation in Combating Oil Pollution in Cases of Emergency.~~”*

The language use was strongly discussed for the most part of the meeting. The discussion circled around the question if and under which conditions also Russian may be used in the communication concerning the Plan. One proposal, as per below, was supported by four of the five Parties and is contained in the negotiated Plan as emerged from the meeting.

“The English and Russian languages shall be used in [IR: ~~all~~] communications related to the Plan. In all operational and emergency situations the English language shall be used, as well as the Russian

language may be used upon agreement of the Parties. The Regional Mechanism shall provide the translation of documents into English or Russian as appropriate. In case of disagreement in its interpretation the English text prevails (see section 3.7).]"

Iran will need to hold further internal consultations with concerned authorities on the issue and inform the TCIS accordingly.

On the financial procedures contained in 6.2 Turkmenistan will hold further internal consultations as to whether the regulations require additional alignment with Article 11 of the Aktau Protocol.

The TCIS will share the draft text of the Plan, including all proposals made at the meeting with the Parties to aid their internal reviewal process before decision-making at the next PrepCom meeting for COP 6.

3) Long-term exercise agenda

The TCIS introduced the Guidelines for Oil Spill Exercises under the Plan containing the long-term exercise agenda to the meeting. The Parties agreed to regularly hold exercises under the plan in the following frequency:

- Alpha exercises once per year
- Bravo exercises twice per year
- Delta exercises once every three years

The Russian Federation informed the meeting of the planned holding of a Delta exercise on its territory in August 2022 under the auspices of the Astrakhan branch Emergency Response Service of the Ministry of Transport. It also highlighted that to organize cooperation with all Parties under the Aktau Protocol, timely consulted action is needed, and it suggested to send invitation letters for the Delta exercise to the Parties and the TCIS. The Parties welcomed the initiative of the Russian Federation, but also require further internal clarifications with concerned agencies for a conclusive decision.

The TCIS will update the Guidelines accordingly.

4) Cooperation with the Astrakhan Agreement

The TCIS provided the meeting with a brief overview on the assessment of possible cooperation of the Aktau Protocol with the Astrakhan Agreement. All Parties agreed with the general notion that cooperation will be beneficial. The issue including para. 12 of the draft Ministerial Statement for COP 6 will be taken up again at the next technical or PrepCom meeting.

The TCIS will again share with the Parties the analysis and comparison of the Aktau Protocol with the Astrakhan Agreement and request written comments to the initiative of the Russian Federation.

5) Activities and budget of the Aktau Protocol implementation

The TCIS introduced a draft Aktau Protocol implementation budget for the biennium 2022-2023. It reaffirmed, that although the presented activities and budget for the Aktau Protocol implementation were being discussed separately for the purposes of this meeting, they will feed into the Tehran Convention Program of Work (PoW) and budget as decided by the Parties at PrepCom 4 to COP 6. The presented Aktau Protocol budget follows the structure of the Tehran Convention PoW and budget, organizing into core activities necessary to uphold and run the implementation process and priority activities for advancing the cooperation between the Parties to meet the obligations under the Aktau Protocol.

Although the majority of the Parties was not in a position to provide feedback to the activities and budget at this time and requested more time to internally consult with other departments, there was overall assertion that the planned activities were a well-founded starting point for increased Aktau

Protocol implementation and for seeking funding support. However, more detailed descriptions of the planned activities will have to be provided for decision-making at upcoming meetings. The TCIS urged the Parties to assist in securing funding support by increasing the regular budget, through extra-budgetary resources or by other means to support the personnel of the regional mechanism.

It was also mentioned that in order to assist with the alignment of the National Contingency Plans (NCP) with the Plan, the OSPRI representative proposed the use of the Readiness Evaluation Tool for Oil Spills (RETOS) for enhanced assessment of NCPs. RETOS is freely available (<https://arpel.org/library/publication/341/>) and has been widely utilized in other regions. IMO and IPIECA are currently supporting an update to the tool, which should be completed in Q1 2022. This update should make it easier to translate the tool into other languages (e.g. Russian). OSPRI is supporting the upgrade project and will inform TCIS when it is completed.

The TCIS will elaborate and integrate the 2022-2023 budget and activities for the implementation of the Aktau Protocol into the Tehran Convention budget and PoW and request comments from the Parties before the next PrepCom meeting for COP 6.

**Framework Convention
for the Protection of the Marine
Environment of the Caspian Sea**



Distr.: General
September 2022
Original: English

**CONFERENCE OF THE PARTIES
Sixth Meeting
19–21 October 2022, Baku, Azerbaijan**

24 November 2021

**Caspian Sea Plan Concerning Regional Co-operation
in Combating Oil Pollution in Cases of Emergency**

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1. INTRODUCTION

1.1. Background

The Caspian Sea is an enclosed body of water that is undergoing a rapid increase in oil and gas exploration and production activities.

Several thousand ships per annum cross the Caspian Sea, many of which are oil tankers and it is estimated that millions of tons of oil are transported annually. The shipping traffic is expected to increase substantially in the near future with the growth of the oil industry in the Caspian Sea region. The permanent presence of risk associated with this industry calls for co-ordination of all emergency response resources at both national and regional level.

The Framework Convention for the Protection of the Marine Environment of the Caspian Sea (Tehran Convention) and its Protocol concerning Regional Preparedness, Response and Co-operation in Combating Oil Pollution Incidents provides the legal framework for actions concerning regional co-operation in combating marine pollution. These legal instruments oblige the Contracting Parties to initiate, both individually and jointly, the actions required in order to effectively prepare for and respond to marine oil pollution incidents.

According to the Aktau Protocol, the littoral States agree upon certain obligations which primarily concern: the development of their national contingency plans and pollution response capabilities; the distribution of information to the other Parties regarding the national organisation and competent national authorities; informing the other Parties of all oil pollution incidents, their subsequent development and the actions taken; and the provision of assistance to a Party which so requests. Furthermore, every coastal State shall endeavour to maintain and promote, either individually or through bilateral or multilateral co-operation, their contingency plans and means for combating pollution of the sea by oil. These means shall include, in particular, equipment, ships, offshore units, aircraft and manpower prepared for operations in cases of emergency.

In order to comply with their obligations, the States must be prepared for the intervention of their authorities and strike teams both at national and regional level. National arrangements for preparedness and response are essential for quick and efficient action. They include clear responsibilities of the various authorities for taking actions and coordinating the follow-up of such actions. Also essential is the existence of the pollution response equipment that allows the threatened Party to initiate response operations and to protect the most sensitive sites during the crucial first hours. Meanwhile, pooling of resources and expertise provides a cost-effective and efficient way of combating a major spill that can not immediately be dealt with by the existing resources of a single country. Organising such co-operation requires detailed planning and can only be achieved through operational arrangements adopted at the regional level. The arrangements in this Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency (the Plan) are intended to facilitate the development of joint response operations and to co-ordinate the use of the available resources in the region. They also outline in advance the financial conditions and administrative clauses of the actions, thus permitting rapid intervention in case of emergency by removing the need for lengthy negotiations during the course of the event.

The Republic of Azerbaijan, the Islamic Republic of Iran, the Republic of Kazakhstan, the Russian Federation and Turkmenistan agree to adopt, aimed at the implementation of the Aktau Protocol to the Tehran Convention, this Plan for responding promptly and effectively to major marine oil pollution incidents affecting or likely to affect the Caspian Sea, its coasts and the related interests of any of the five countries concerned.

1.2. Definitions, Acronyms and Abbreviations

For the purpose of this Plan:

Oil means petroleum in any form including crude oil, fuel oil, sludge, oil refuse and refined products.

Maritime casualty means a collision of ships, stranding or incident of navigation, or other occurrence on board a ship and offshore unit or external to it resulting in material damage or imminent threat of material damage to a ship, offshore unit or cargo.

Ship means a vessel of any kind that operates in the marine environment, including hovercraft, hydrofoil boats, submarines, towed and self-driving boats.

Offshore unit means any platforms and other manmade offshore structures, fixed or floating offshore installations or structure engaged in exploration, exploitation or production activities related to hydrocarbon resources or their loading or unloading.

Oil pollution incident means an occurrence or series of occurrences having the same origin, which results or may result in a discharge of oil and which poses or may pose a threat to the marine environment, or to the coastline or related interests of one or more States, and which requires emergency action or other immediate response.

Related interests means the interests of a Caspian Sea littoral State directly affected or threatened by an oil pollution incident including, among others:

- a) the health of the coastal population;
- b) the conservation of biological diversity and the sustainable use of marine and coastal biological resources;
- c) maritime activities in coastal waters, in ports or estuaries, including fishing activities;
- d) the cultural, aesthetic, scientific and educational value of the area;
- e) the historical and touristic appeal of the area in question, including water sports and recreation;
- f) industrial activities which rely on the intake of seawater, including desalination plants and power plants.

The Aktau Protocol means the Protocol concerning Regional Preparedness, Response and Co-operation in Combating Oil Pollution Incidents.

The Plan means the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency.

Parties means the Republic of Azerbaijan, the Islamic Republic of Iran, the Republic of Kazakhstan, the Russian Federation and Turkmenistan.

Territory means the geographic area covered by the procedures in the Parties' National Contingency Plans.

Lead State means the Party in whose territory a maritime casualty or an oil pollution incident has occurred and which has activated the Plan and/or asked for assistance within the framework of the Plan, or the Party to whom the lead role has been transferred. The Lead State exercises the Operational Command of the Joint Response Operations and designates the Supreme On-Scene Commander (SOSC).

Lead Authority means the Operational Authority of the Lead State.

Governmental Authority means the competent national authority having the governmental responsibility for dealing with marine oil pollution incidents as specified in Article 5 (1) (a) and 5 (1) (c) of the Aktau Protocol. This authority may be shared between different Ministries or departments.

Operational Authority means the national entity designated by the Government, having the operational responsibility for dealing with marine oil pollution incidents. This entity may fulfil the role of national operational contact point as specified in Article 5 (1) (b) of the Aktau Protocol.

Operational Command means overall co-ordination and control of joint response operations, including both national resources and strike teams, equipment and other resources (aircraft, vessels) rendered as assistance by other Parties. It is exerted by the Operational Authority of the Lead State, through the Supreme On-Scene Commander (SOSC).

Operational Control means direct control over personnel, means and units taking part in the joint response operations, including giving orders and supplying information necessary for the execution of response operations. It is exerted by the National On-Scene Commanders (NOSC) of the Parties taking part in the operations, or by officers designated by them.

Tactical Command means directing and supervising the execution of specific tasks by teams and/or units on the scene of operations. It is exerted by the leaders of such teams and/or commanders of units.

Supreme On-Scene Commander (SOSC) means a designated officer of the Lead State, having the overall operational command of all joint response operations undertaken within the framework of the Plan.

National On-Scene Commander (NOSC) means an officer, designated by the Operational Authority, having operational control of all national pollution response resources which might, if so requested, participate in joint response operations. (Note: NOSC is preferably, but not necessarily, the same officer who performs the duty of Supreme On-Scene Commander under the National Contingency Plan) Following the activation of the Plan, the NOSC of the Lead State assumes the role of SOSC, while NOSCs of the assisting countries, operating under the operational command of the SOSC, nevertheless retain the operational control over their respective strike teams and self-contained response units (vessels, aircraft).

Liaison Officer means an officer from an assisting Party participating in the joint response operations, who is integrated in the staff of the SOSC with a view to providing necessary information on national resources rendered as assistance to the Lead State and to facilitate communications with his/her respective NOSC.

Public Relations Officer means an officer in charge of informing the public and the media on the course of events and advising the SOSC on public reaction.

Emergency Response Centre means an office, manned 24 hours a day and equipped with appropriate communications equipment, which has been set up, for the purpose of the Plan, by each Party and which will serve as the operations room of the NOSC or SOSC respectively, whenever the Plan is activated.

Joint Emergency Response Centre (JERC) means the Emergency Response Centre of the Lead State during joint response operations.

Strike team means a group of personnel sent as assistance from one Party to another in order to take part as an independent unit in joint response operations. It may include personnel on board vessels, aircraft or other self-contained units or personnel assisting in shore clean-up operations. During joint response operations, strike teams work under the tactical command of their leaders, the operational control of their respective NOSCs, and under the overall operational command of the SOSC.

Operations at sea means any measures, including intervention on the source of pollution, aerial surveillance, containment of the pollutant, recovery of the pollutant, application of treatment agents from vessels and aircraft, or any other action taken in the open sea (offshore) in order to respond to an oil pollution incident, restrict the spreading and facilitate the removal of the oil and mitigate the consequences of the incident.

Operations on shore (shore clean-up operations) means any action taken on shore, or in the sea immediately adjacent to the shore, in order to recover, remove or destroy the oil and reduce its impact or effects.

Pollution Report (POLREP) means the incident report by which one Party warns the other Parties of a spill and through which it notifies the other Parties of the activation of the Plan and requests assistance.

Situation Report (SITREP) means the report by which the Lead State keeps the other Parties informed about the situation.

Regional Mechanism means the procedures decided by the Conference of the Parties to the Tehran Convention to assist the Parties in reacting promptly and effectively to oil pollution incidents, with functions as described in Article 13 of the Aktau Protocol.

The following are the main **Abbreviations** used in this document:

ERC	Emergency Response Centre
IMO	International Maritime Organization
IOPC FUND	International Oil Pollution Compensation Fund
JERC	Joint Emergency Response Centre
NCP	National Contingency Plan
NOSC	National On-Scene Commander
OPRC	International Convention on Oil Pollution Preparedness, Response and Co-operation, 1990
POLREP	Pollution Report
PRO	Public Relations Officer
SITREP	Situation Report
SOSC	Supreme On-Scene Commander

1.3. Purpose and Objectives

The purpose of this Plan is to establish, in order to implement Articles 4 (4) and 8 (1) (d) of the Aktau Protocol to the Tehran Convention, a mechanism for mutual assistance, under which the competent state authorities will co-operate in order to co-ordinate and integrate their response to marine oil pollution incidents affecting or likely to affect the territory and related interests of one or more of these authorities, or to incidents exceeding the available response capacity of each of these countries individually.

The general objective of the Plan is to organise a prompt and effective response to major oil spills affecting, or likely to affect, the territory of one or more of the countries concerned and to facilitate co-operation in the field of preparedness and response for pollution by oil.

For this purpose, the following specific objectives are defined:

- a) to define the extent of co-operation for the implementation of the Plan between the responsible authorities at the operational level;
- b) to divide the responsibilities and to anticipate the transfer of responsibility from one Party to another;
- c) to establish the principles of command and liaison, and to define the corresponding structures;
- d) to provide arrangements concerning the operation of ships and aircraft of one of the Parties within the territory of the other Parties;
- e) to specify the type of assistance which might be provided and the conditions under which it will be provided;
- f) to determine in advance the financial conditions and administrative modalities related to co-operative actions in case of emergency.

In order to achieve these objectives, the following actions are intended to be taken through the implementation of the Plan:

- developing appropriate preparedness measures and effective systems for detecting and reporting oil pollution incidents affecting or likely to affect the responsibility zone of the Parties;
- promoting and implementing regional co-operation in marine pollution contingency planning, prevention, control and clean-up operations;
- establishing the necessary measures to restrict spreading and to minimize the hazard posed by oil spills;
- developing and implementing a programme of training courses and practical exercises for different levels of personnel involved in oil pollution prevention and combating;
- developing procedures to increase regional co-operation.

Nevertheless, the Parties agree that response operations in case of a marine oil pollution incident which occurs within the territory of one of the Parties will be conducted in accordance with the provisions of the National Contingency Plan of the Party concerned.

1.4. Scope and Geographical Coverage

This Plan applies to oil pollution incidents in the Caspian Sea. It will apply to oil spills which cause or could cause damage to the environment in countries neighbouring the source of the incident. It will also apply when only one country is affected but the magnitude of the spill is such that the incident requires assistance upon request from another country.

This Plan is intended to be a regional co-operation arrangement for the implementation of the Aktau Protocol between the following countries:

The Republic of Azerbaijan

The Islamic Republic of Iran

The Republic of Kazakhstan

The Russian Federation

Turkmenistan

This Plan organises the activities of responsible authorities in each country, prescribes a response structure and establishes a method of operation for personnel responding to an incident.

2. POLICY AND RESPONSIBILITIES

2.1. Basis for the Plan

The essence of the oil spill response planning framework of the Caspian Sea is that each Party shall have its own National Contingency Plan (NCP) and resources to respond to marine oil spills in its territory. The purpose of this Plan is to provide the basis for interaction and describe the procedures for giving effect to joint response operations. Such operations may occur when a Party whose coasts and related interests are threatened by a spill and its own resources are inadequate or inappropriate to deal with it effectively. In such cases, the Party at risk may call for assistance from the other Parties and will normally be responsible for organising the joint response operation.

2.2. Exchange of information

In accordance with Articles 5 and 6 of the Aktau Protocol in order to implement this Plan, each Party shall inform the other Parties, either directly or through the Regional Mechanism, of:

- a) the competent Governmental Authority with overall responsibility for preparedness and response to oil pollution incidents including responsibility for the implementation of this Plan and, where appropriate, the names of the responsible officers within these authorities (Annex 1). Unless otherwise determined, the Governmental Authority will be the authority entitled to act on behalf of the State to request assistance or to decide to render assistance when requested;
- b) the National Operational Authorities, responsible at the operational level for the implementation of this Plan and in particular for exercising Operational Command in case of Joint Response Operations and, where appropriate, the names of the responsible officers within these Authorities (Annex 1);
- c) the national operational contact points responsible for receiving and transmitting reports on oil pollution incidents on a 24-hour basis (Annex 1);
- d) the designated national Emergency Response Centres (Annex 1);
- e) the designated National On-Scene Commanders (Annex 1);
- f) the designated competent customs authorities and immigration authorities (Annex 1);
- g) at least those parts of their respective National Contingency Plan which might be relevant in cases of conducting joint response operations and, in particular, a description of the administrative organization and the responsibilities of each of the constituent authorities in preparing for and combating oil pollution incidents (Annex 2);
- h) inventories of pollution response equipment and products, as well as other means (for example, vessels and aircraft) in each country, which may be available for use in joint response operations (Annex 3);
- i) directories of experts, trained personnel and strike teams designated by each Party to take part in joint response operations (Annex 3).

The information listed above is attached to this Plan in **Annexes 1, 2 and 3**.

Parties shall inform each other of any changes in the information listed above as soon as these occur, using routine communication channels and supplying relevant changes to the applicable annexes.

Each Operational Authority is responsible for the accuracy of information pertaining to its Party.

Each Operational Authority shall acknowledge receipt of any changes and/or modifications regarding the above information and is responsible for updating its respective copy/copies of the Plan accordingly.

Official versions of this Plan will be made available in the official working languages of the Convention.

The English and Russian languages shall be used in all communications related to the Plan. The Regional Mechanism shall provide the translation of documents into English or Russian languages as appropriate.

2.3. Meetings of Operational Authorities responsible for the implementation of the Plan

The Operational Authorities shall meet regularly, and as a minimum once in two years, in order to discuss questions related to the implementation of the Plan, to share information on the response to actual incidents, and to organize training courses and/or exercises and other relevant matters.

Regular meetings shall be hosted in turn by each Party in alphabetical order of the names of the Parties in the English language.

The final report of each meeting shall be prepared by the Party organizing the meeting in agreement with the other Parties. The Operational Authority of the host Party shall provide the necessary logistic support for the smooth running of such meetings.

2.4. Joint training and exercises

The Parties shall conduct as agreed (at least once in three years) joint training courses and/or joint exercises. The main objectives of these training courses and exercises shall be:

- to improve the level of co-operation and co-ordination among operational personnel and, in particular, the strike teams of the different Parties;
- to test the command structure of the Plan;
- to achieve a satisfactory level of communication among personnel and, in particular, the strike teams designated to take part in joint response operations;
- to acquire knowledge in handling equipment, products and other means which might be used in joint response operations;
- to enable the personnel from different Parties to gain experience in working together.

The Parties shall host such joint training courses and exercises alternately. The Regional Mechanism shall organise the joint training courses or exercises and provide necessary logistic support. The expenses of the participants and means deployed in joint exercises shall be borne by the respective Parties. Scheduling the joint training and exercise programmes, their duration and other relevant details shall be decided at the biennial Conference of the Parties of the Aktau Protocol. Changes to scheduling the joint training and exercise programmes, their duration and other relevant details shall be decided by confirmation and submission of the agreed changes by the National Competent Authorities in writing to the Regional Mechanism.

The Regional Mechanism may also assist Parties to organise national training courses and exercises.

Training courses and exercises carried out in accordance with this Plan shall be based on the IMO OPRC Model Training Courses. **Annex 9** provides for the Guidelines for Oil Spill Exercises under the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency.

2.5. Revision and amendment of the Plan

a) Final provisions

- (i) If the need arises for changes in the provisions of the Plan, the Governmental Authority of the Party proposing such changes shall request the Regional Mechanism to place the matter on the agenda of the next meeting of the Operational Authorities.

- (ii) The draft proposal of a Party for any revision of or amendment to the Plan shall be circulated by the Tehran Convention Secretariat to the other Parties at least two months before the meeting of the Operational Authorities.
- (iii) All changes to the Plan are agreed at the meetings of the Operational Authorities by unanimous decision.
- (iv) The changes to the Plan shall come into effect immediately following confirmation and submission of the agreed changes by the National Competent Authorities in writing to the Regional Mechanism.
- (v) If an unanimous decision concerning the revision and amendment of the Plan cannot be reached, the Parties agree to observe and retain its original provisions.

b) **Operational provisions**

The accuracy of the information concerning the operational provisions of the Plan pertaining to each Party is the sole responsibility of the respective Party.

Changing, modifying and updating of such information shall be done, as necessary, by the Operational Authority of the Party concerned, who shall ensure that other Parties and the Regional Mechanism are duly informed of such changes as soon as these are made.

c) **Annexes**

Information contained in the Annexes to the Plan shall be updated as necessary by the Operational Authorities of the Parties.

The Parties shall inform each other and the Regional Mechanism of any changes in the Annexes as soon as these are made.

It shall be the responsibility of the Operational Authorities to distribute copies of this Plan to appropriate officials and organizations within their country. It will be the responsibility of each plan holder to incorporate amendments to it in loose-leaf folders and to keep his copy of the Plan up to date.

3. RESPONSE ELEMENTS AND PLANNING

3.1. Mechanism for Activating the Plan

The Plan shall be activated by the Operational Authority of one of the Parties in the following cases:

- occurrence, within the territory of the Party who activates the Plan, of an oil pollution incident which threatens to affect or has already affected the territory of another Party;
- occurrence, within the territory of the Party who activates the Plan, of an incident which severity surpasses the response capabilities of the Party concerned alone;

When, in the opinion of the Operational Authority of one of the Parties, its interests are threatened by an oil pollution incident which has occurred within the territory of another Party, and when the other Party/ies have not taken appropriate action to respond to it, that Party may, after consulting/agreeing with the affected Party/ies and other Parties concerned, activate the Plan.

The Operational Authority of the Party who has activated the Plan shall immediately inform the Operational Authorities of the other Parties that the Plan has been activated. Notification, which shall be formulated in accordance with the provisions of section 5.2, shall be transmitted to the Operational Authorities of the other Parties through the designated national contact points listed in Annex 1.

3.2. Assumption of the Role of the Lead State

The lead role in the implementation of the Plan shall be assumed by the Operational Authority of the Party whose territory or related interests have been affected, or are likely to be affected, by an oil pollution incident and who has activated the Plan.

The Lead State shall be responsible for:

- initiating the response to the spill;
- activating the Plan;
- surveillance of the pollution;
- assessment of the situation;
- spill movement forecasting;
- reporting regularly on the situation to the other Parties, particularly those whose interests may be threatened by the oil pollution incident;
- exercising Operational Command over joint response operations.

The lead role shall be transferred from one Party to another, when the major part of the pollutant has moved from the territory of the Party initially affected and who has activated the Plan, to the territory of another Party, and/or when the main response activities have moved to such other Party.

When the oil pollution incident which has occurred in the territory of one of the Parties directly (imminently) threatens the interests of another Party, the Parties may also agree, in direct contacts between their Operational Authorities, that the threatened Party will assume the lead role.

3.3. National On-Scene Commander (NOSC) / Supreme On-Scene Commander (SOSC)

For the purpose of the Plan, the Operational Authority of each Party shall nominate an officer who will exercise operational control over all response activities of that Party, including control over personnel (strike teams), equipment and self-contained units (vessels, aircraft). These officers shall be called National On-Scene Commanders (NOSC).

After the activation of the Plan and commencement of the joint response operations, the NOSC of the Lead State shall assume the role of the Supreme On-Scene Commander (SOSC). The SOSC shall have the overall responsibility for all decisions and actions taken in order to combat the pollution and to mitigate its consequences and as well as for the co-ordination of joint response operations. The SOSC,

working in liaison with his/her Lead Authority, exerts Operational Command over joint response operations.

The NOSC of the assisting Parties shall operate under the overall Operational Command of the SOSC, but shall nevertheless retain operational control over personnel, equipment and self-contained units of their respective Parties.

In order to relieve the SOSC of a part of his/her duties concerning operational control of national resources, the Lead Authority may, at the time of the activation of the Plan, designate another officer who will have direct operational control of the national resources taking part in the joint response operations and who will act as the NOSC of the Lead State.

In exercising his/her functions, the SOSC shall be assisted by a support team (see section 3.5).

Relevant information concerning NOSC is given in **Annex 1**. It is the responsibility of the Operational Authority of each Party to keep this information up-to-date at all times.

3.4. Emergency Response Centres/Joint Emergency Response Centre

For the purpose of this Plan, each Party shall set up/designate an Emergency Response Centre (ERC) manned 24 hours a day, which will be equipped with an appropriate communications system and have the necessary facilities to be used as the operations room of the Operational Command during joint response operations.

If deemed necessary, each Party may decide to establish more than one ERC.

In cases of activation of the Plan, the ERC of the Lead State shall serve as the Joint Emergency Response Centre (JERC). The JERC shall serve as the base of the Supreme On-Scene Commander (SOSC) and the main communications centre for all communications related to the implementation of the Plan.

Alternative sites for the JERC, closer to the scene of the incident, may be specified if appropriate at the discretion of the Lead State.

When the lead role is transferred from one Party to another, the ERC of the Party assuming the lead role shall automatically become the JERC.

Relevant information concerning ERC(s) of each Party is given in **Annex 1**. It is the responsibility of the Operational Authority of each Party to keep this information up to date at all times.

3.5. Support Teams

With a view to assisting NOSC and/or SOSC, each Party shall set up its national support team composed of the representatives of various relevant public authorities, national services and industry including, in particular, the oil and shipping industries.

In cases of activation of the Plan, support teams shall operate from their respective national Emergency Response Centres.

The role of the support teams is advisory, and their functions include:

- a) providing assistance to the NOSC/SOSC in cases of activation of the Plan;
- b) providing advice to the NOSC/SOSC concerning, in particular, methods and techniques for combating pollution by oil, safety of navigation and salvage, knowledge of the marine environment (especially the potential biological impact) and fisheries, (radio) communications, public information and compensation for oil pollution damage;

- c) providing support in coordinating the activities of national public authorities, services and industry which might take part in joint response operations, concerning in particular the provision of personnel, equipment and other resources, logistic support, immigration and customs formalities;
- d) monitoring incoming reports and assessing the situation;
- e) coordinating all reporting on the status of the oil pollution incident to their respective national authorities.

After the termination of response operations, the support team shall, together with their respective NOSC:

- review post-incident reports from the NOSC/SOSC on the handling of the oil pollution incident for the purpose of analysing and introducing recommendations and improvements needed in the Plan and in their respective National Contingency Plans;
- forward to their respective national authorities relevant reports and recommendations, including NOSC/SOSC post-incident reports, support team debriefing reports and recommendations concerning amendments to the Plan or its Annexes.

3.6. Command Structure

The Command Structure for Joint Response Operations is shown in **Diagram 1**.

The Command Structure consists of 3 components:

- a) **Operational Command** which consists of taking decisions concerning the response strategy, defining the tasks of various groups of teams and units and having overall command and co-ordination over all resources taking part in the Joint Response Operations. Following the activation of the Plan, Operational Command over joint response operations is exercised by the Lead Authority through its NOSC who, once the Plan has been activated, assumes the role of SOSC.
- b) **Operational Control** which consists of giving orders to specific groups of teams and units, in accordance with the strategy and the tasks defined by the Operational Command. Operational Control over national resources is exercised by the NOSCs of the respective Parties. Operational Control over the resources of the Lead State is exercised by an officer designated to act as NOSC in lieu of the officer who has assumed the role of SOSC.
- c) **Tactical Command** which consists of directing and supervising the actions of each team or unit. Tactical Command is exercised by the Leader of each team or the Commander of each unit taking part in the response operations.

Liaison between the Lead Authority and the assisting Parties shall be maintained, according to the circumstances and to the type and importance of the assistance rendered, in one of the following ways:

- a) by direct telex, telefax, telephone and/or radio contacts between the Lead Authority (SOSC) and Operational Authorities (NOSCs) of the assisting Parties;
- b) by a Liaison Officer, sent to the Lead State by the Operational Authority of the Assisting Party with a view to being integrated in the staff of the SOSC. His/her duties shall be to provide necessary information on resources rendered as assistance and to facilitate communication with his/her respective NOSC, ERC and/or Strike Teams and self-contained units taking part in the operations;
- c) by the NOSC of the assisting Party who personally attends at the spill site and participates in the joint response operations.

3.7. Communications Arrangements

The communications network established by the Parties in accordance with section 5.1 shall be used for all exchanges of information pertinent to the implementation of the Plan.

- a) **Telex, telefax or electronic communications** shall be used for all communications between the Operational Authorities, SOSC, NOSCs and their respective Support Teams, particularly in cases of emergency.
Telephone and radio communications could also be used; however, all decisions, information relevant to the situation at the site of operations and, in particular, **requests for assistance and replies to such requests shall be confirmed by either telex or telefax.**
- b) **Operational communications** between JERC, SOSC, NOSCs, team and unit leaders and other participants in response operations shall be made by using pre-selected VHF channels (see **Annex 4**), mobile telephones and other appropriate means.
Lines of communication to be used in cases of Joint Response Operations are shown in **Diagram 2.**
- c) The English and Russian languages shall be used in all communications related to the Plan. The Regional Mechanism shall provide the translation of documents into English or Russian languages as appropriate.

3.8. Response Planning

The response to an oil pollution incident within the territory of each Party shall be conducted in accordance with the provisions of the NCP of the Lead State under the overall Operational Command of the Lead Authority exercised through the SOSC.

In order to facilitate the smooth proceeding of joint response operations, the Parties shall inform each other on the relevant parts of their NCPs and, in particular, those parts describing the national response organisation.

Copies of these parts of NCPs are attached to the Plan in **Annex 2.**

Maps showing possible sources of pollution, environmentally sensitive areas (see IMO Resolution A.927(22) "Guidelines for the Designation of Special Areas under MARPOL 73/78 and Guidelines for the Identification and Designation of Particularly Sensitive Sea Areas", adopted on 29 November 2001), priorities for protection and areas where the use of dispersants is allowed, restricted or forbidden, within the territory of each Party, are given in **Annex 5.**

Deciding upon the response strategy to be applied in each particular oil pollution incident and the planning of specific operations shall be the responsibility of the SOSC. In taking such decisions, the SOSC shall follow the outline given in section 3.9.

3.9. Response Strategy

The main outline of the strategy which shall be applied by the Operational Authorities of the Parties in responding to marine oil pollution incidents within the framework of the Plan shall be as follows:

- assessment of the severity of the incident, taking into consideration, at least, the following criteria:
 - position at which the incident occurred;
 - type of oil;
 - amount of oil which has been released and/or is likely to be released;
 - the movement of the oil slick;
 - the degree of risk to human life and/or potential health hazard;
 - the fire/explosion hazard;
 - the toxicity of the released oil;

- the potential to damage fisheries and natural resources, especially internationally protected sites such as those under the Ramsar Convention and the Protocol on the Conservation of Biological Diversity;
- the potential to damage valuable property and/or to have serious economic consequences;
- activation of the National Contingency Plan and notification of other Parties;
- evaluation of available and required response resources;
- selection of appropriate response methods;
- activation of the Plan and request for assistance;
- implementation of selected response methods, making use of national resources and resources from assisting Parties;
- re-assessment of the situation and making necessary modifications (if necessary) of response actions;
- termination of response operations;
- de-activation of the Plan;
- the return to the country of origin of personnel, equipment and other means rendered as assistance by the other Parties.

Diagram 1: COMMAND STRUCTURE

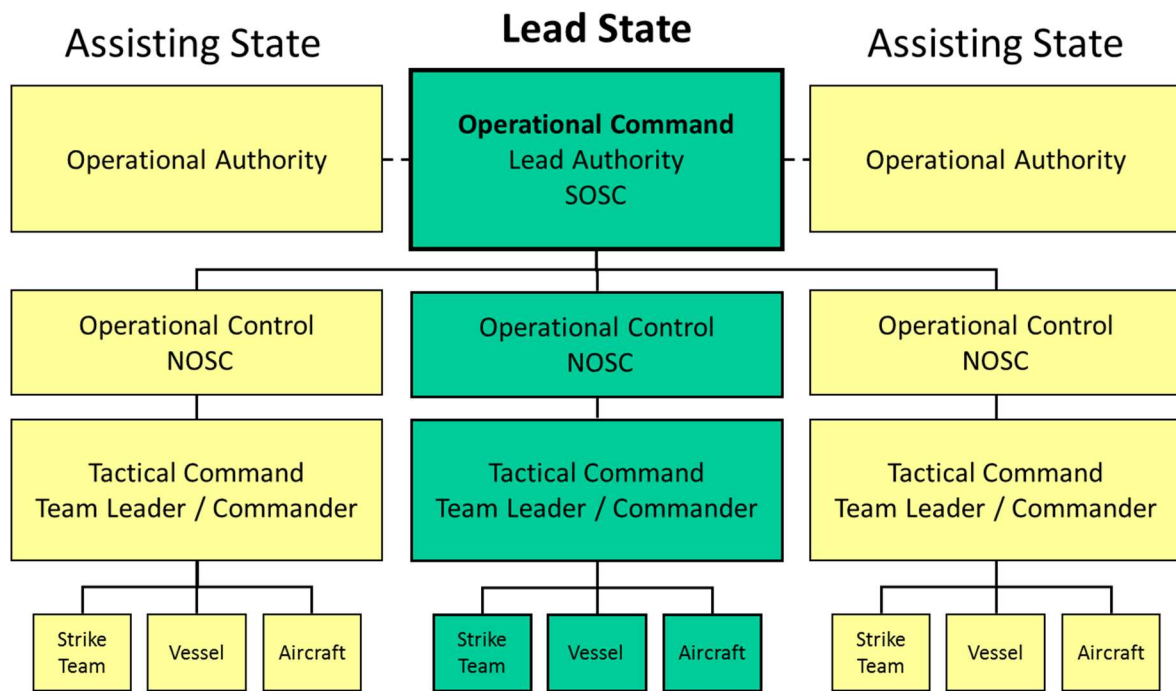
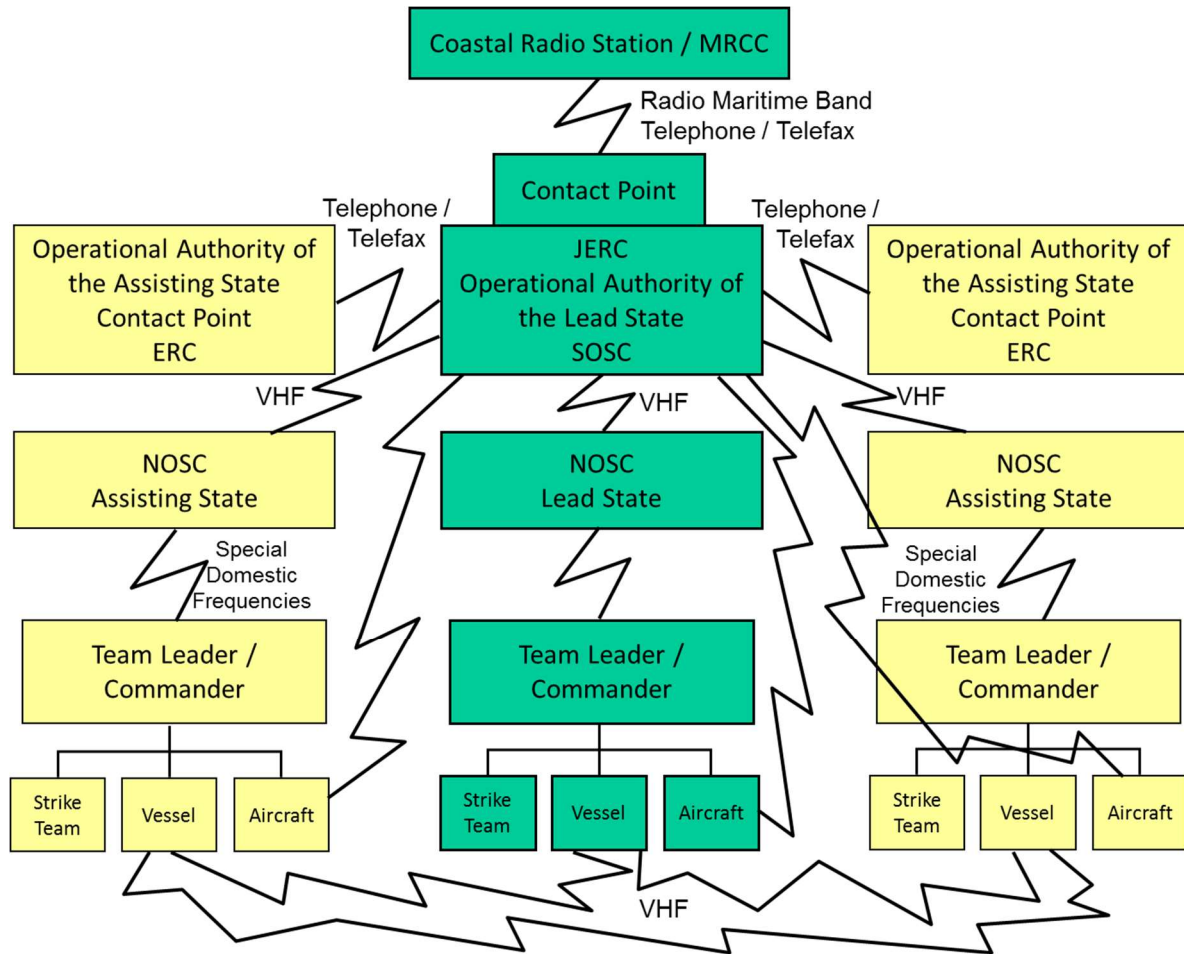


Diagram 2: LINES OF COMMUNICATION



4. RESPONSE OPERATIONS

4.1. Response Phases

For the purpose of the Plan, pollution response operations have been divided into six distinct phases:

Pre-activation of the Plan

Phase I Evaluation

Phase II Notification and consultation

Activation of the Plan

Phase III Activation of the Plan

Phase IV Request for assistance

Phase V Joint response operations at sea

Phase VI Joint response operations on shore

It is understood that, according to circumstances, entire phases or parts thereof may take place concurrently with one or more other phases.

4.2. Response Procedure

4.2.1 Pre-activation of the Plan

Phase I: Evaluation

Notification and verification of **the initial** information concerning oil pollution incidents shall be done, at the national level, in accordance with the provisions of the NCP.

Before activating the Plan, the Operational Authority of the Party concerned shall activate its NCP and alert other relevant authorities in its own country, including the NOSC.

Phase II: Notification and consultation

Regardless of the need for the activation of the Plan, the Operational Authority of the Party in whose territory the oil pollution incident has occurred shall, after receiving and verifying the incident report, immediately inform the Operational Authorities of the other Parties through their National Contact Points. It shall also alert the Regional Mechanism.

If the Operational Authority of the Party concerned considers that it might be necessary to activate the Plan, it shall immediately consult the Operational Authorities of the other Parties, clearly indicating the extent of the planned response measures and of the assistance which might be required.

4.2.2 Activation of the Plan

Phase III: Activation of the Plan

The decision to activate the Plan shall be taken by the Operational Authority of the Party affected by the incident or likely to be affected first, in accordance with the principles outlined in section 3.9.

After taking the decision to activate the Plan, the Operational Authority of the Party concerned shall assume the role of Lead Authority and shall:

- a) notify the Operational Authorities of the other Parties, through their designated National Contact Points and in accordance with the procedure described in section 5.2, that the Plan has been activated;
- b) activate its own ERC which shall assume the role of JERC;
- c) activate its own support team;
- d) appoint the SOSC who shall, in liaison with the Lead Authority and his/her support team, formulate the strategy for dealing with the incident and evaluate the need for assistance from other Parties. The SOSC shall initiate phases IV, V and VI of the response respectively.

Phase IV: Request for assistance

The request for assistance, on the basis of the SOSC's requirements and advice, shall be sent following the activation of the Plan by the Governmental Authority of the Lead State (designated in accordance with Article 5 (1)(c) of the Aktau Protocol) to the Governmental Authority of the other Parties in accordance with the procedure outlined in **Annex 6** and taking into consideration the previous consultations (if any) with the Operational Authorities of the other Parties.

Phase V: Joint response operations at sea

The main objectives of the **joint response operations at sea** are to stop the spillage of the pollutant from the source, to restrict its spreading and movement and to remove as much pollutants as possible from the sea surface before it reaches the shores of one of the Parties.

Joint response operations at sea shall be conducted in accordance with the procedures described in the NCP of the Lead State. Operational Command over the joint response operations shall be exercised by the Lead Authority through the SOSC. Use shall primarily be made of the national resources of the Party concerned, which shall be supplemented as necessary by the personnel and means of the other Parties rendered as assistance upon the request of the Lead Authority. The personnel and means of the assisting Parties shall work under direct Operational Control and Tactical Command of their respective NOSCs and unit commanders or team leaders.

During the joint response operations, the ERC of the Lead State, which has assumed the role of JERC, shall serve as the main communications centre and headquarters of the SOSC.

Phase VI: Joint response operations on shore

The main objectives of **joint response operations on shore** are to protect environmentally sensitive coastal areas and other vulnerable resources, including islands, from the impact of the pollutant and to remove the pollutant which has reached the shore in order to prevent recontamination of other coastal areas.

This phase also includes treatment and final disposal of collected pollutant and/or contaminated beach material.

The principles of command outlined under Phase V shall also apply for the entire duration of Phase VI.

In order to increase the effectiveness of joint response operations on shore, JERC may be transferred, at the discretion of the Lead Authority, to adequate alternative premises closer to the site of operations (see section 3.4). In such cases, the Lead Authority shall duly inform the Operational Authorities of the assisting Parties of the move.

4.3. Spill Surveillance

For the surveillance of spill movement and behaviour, priority shall be given to aerial surveillance, although any other suitable means (ships, vessels) might also be used if the aircraft are not immediately available.

The surveillance of the spill and its movement, and the transmission of relevant reports to the other Parties, prior to the activation of the Plan, is the responsibility of the Party in whose territory the oil pollution incident has occurred. Following the activation of the Plan this responsibility rests with the SOSOC, who shall take all necessary measures to ensure regular surveillance of the spill and its movement and behaviour, in order to properly assess the situation and decide on adequate response measures. For this purpose, the SOSOC may request assistance from other Parties.

When deemed necessary, Parties agree to undertake measures to obtain urgent permission for flights over their territory by aircraft of the other Parties for the purpose of surveillance of spills within the framework of the Plan and following the specific request put forward by the Party in whose territory the oil pollution incident has occurred. In its request, the Lead Authority shall define precisely the aim of the mission and flight plan.

Information concerning aircraft suitable for spill surveillance (including their technical characteristics and specialized equipment), to which each Party has access, is given in **Annex 3**.

Airports within the territory of the Lead State, which might be used by surveillance aircraft of assisting Parties operating upon request in the air space of the Lead State, are listed together with relevant navigational and technical information, in **Annex 3**.

Guidelines for spill assessment and aerial surveillance are given in **Annex 7**.

4.4. Requests for Assistance within the Framework of the Plan

Following the activation of the Plan, the Party who has activated it may request assistance from the other Parties in any of the cases described in section 3.1.

Assistance might be requested in the form of:

- a) trained response personnel and, in particular, strike teams;
- b) specialized oil pollution combating equipment;
- c) oil pollution treatment products;
- d) other means, including, in particular, self-contained units such as vessels and aircraft; and/or any combination thereof.

The request for assistance shall be formulated in a clear and precise manner, using the standard form defined in the POLFAC section of the POLREP in **Annex 6**. It shall contain a detailed description of the kind of assistance required and the purpose for which personnel, equipment, products and/or other means will be used.

The Party receiving a request for assistance shall immediately acknowledge receipt.

It is the duty of the Party or Parties receiving a request for assistance to offer it to the requesting Party with the shortest possible delay, taking into consideration that it should not deplete its own national resources beyond a reasonable level of preparedness.

With a view to being able to respond promptly to requests for assistance, Parties shall have part of their national response equipment, products and other means ready for transportation, at short notice, to the other Parties, except for force majeure situations, other emergencies and repair/maintenance situations.

Any response personnel and/or means, rendered as assistance within the framework of the Plan, will act under the overall Operational Command of the SOSOC and the Lead Authority. However, their respective NOSCs shall retain operational control over them.

Following a decision to render assistance, liaison between the Lead State and the assisting Parties shall be maintained, according to the circumstances and to the type and importance of such assistance, in one of the ways described in section 3.6.

4.5. Joint Response Operations

For the purpose of the Plan, joint response operations are all oil pollution response operations in which personnel, equipment, products and/or other means of at least two Parties are involved.

Joint response operations can be carried out at sea and on shore, and include specific operations described in section 4.1.

The Lead State shall be in full charge of joint response operations. The command structure of the joint response operations is described in section 3.6 and **Diagram 1**.

Personnel, equipment and other means rendered as assistance by the other Parties within the framework of the Plan, shall execute their tasks and duties following the decisions of the SOSOC, under the direct operational control of their NOSCs and the tactical command of their respective team leaders and unit commanders (see section 3.6). If strike teams or self-contained units are put at the disposal of the Lead State, the assisting Party will issue instructions to their respective team leaders and unit commanders who will then exercise tactical command over the details of the operations.

During joint response operations the SOSOC shall, in addition to assuming overall Operational Command, be specifically responsible for coordinating the actions taken by national means (strike teams, vessels, aircraft) of the Lead State with those taken by the means of the assisting Parties.

The liaison between the assisting Party and the Lead State during joint response operations shall be maintained, according to the circumstances, either through direct contacts, through the Liaison Officer of the assisting Party integrated in the staff of the SOSOC, or through NOSCs if these are personally taking part in the operations (see section 3.6).

The Lead Authority shall appoint an officer responsible for receiving the personnel, equipment, products and/or other means from the assisting Parties and for facilitating their participation in joint response operations from the moment of their arrival in the country to the moment of their departure. This officer shall work closely with the Liaison Officer of the assisting Party.

4.6. Use of Dispersants

Each Party shall define its policy regarding the use of dispersants in combating oil pollution and describe it in its NCP. For this purpose the Parties shall take account of the "IMO Dispersant Guidelines in three parts: I Basic information on dispersants and their application; II Outline for a national policy on the use of dispersants: Proposed template for national policy for the use of dispersants; III Operational and technical sheets for surface application of dispersants" and other suitable international guidelines (e.g. IPIECA and IOGP Good Practice Guidelines for Dispersants, available at the official website of IPIECA).

Each Party shall inform the other Parties (see section 3.8) on its policy regarding the use of dispersants. The information shall include the list of dispersants approved for use in the territory of the Party and an indication of the zones where the use of dispersants is allowed, restricted or prohibited.

The Parties shall develop and agree upon a list of dispersants for use in case of an oil pollution incident.

In case of joint response operations, the Parties shall observe the principle of **prior authorization** for the use of dispersants. This authorization can be given only by the SOSC or by a person designated by him/her.

In the territory of each particular Party, dispersants shall always be used in accordance with the provisions of the NCP of the Party concerned.

If a Party has prohibited the use of dispersants in its waters, other Parties participating in joint response operations shall observe this decision.

4.7. Request for Additional Assistance from Other Parties

In the case of an oil pollution incident of such magnitude and nature that, in the opinion of the Lead Authority, the joint capabilities and resources of the Parties are not adequate to deal with it, the Lead State may request additional assistance from other States or other resources of equipment and strike teams outside the Caspian Sea region.

In such circumstances, and after consultations with the Lead Authority, other Parties may also request, in accordance with their needs, such additional assistance.

If more than one Party requests assistance from other States or other resources of equipment and strike teams, co-ordination of these actions between the Parties shall be made at the level of their Operational Authorities.

For this purpose, the Parties shall take account of the IMO "Guidelines on International Offers of Assistance (IOA) in Response to a Marine Oil Pollution Incident" and take note of the lexicon in section 11 and Appendix 5 of the guidelines.

4.8. Termination of Joint Response Operations and Deactivation of the Plan

The SOSC shall terminate the joint response operations when:

- a) pollution response measures have been finalised and the pollutant no longer threatens the interests of any of the Parties; or when
- b) pollution response measures have been completed to a point where response capabilities and resources of the Lead State are sufficient for successfully finalising the response activities.

When considering the termination of joint response operations, the SOSC shall take into account, in particular, the financial consequences of the continuation and whether continued action would be reasonable.

After taking the decision to terminate joint response operations, the SOSC shall immediately inform the NOSCs of the other Parties and their respective Operational Authorities of this decision and of the deactivation of the Plan.

Following the deactivation of the Plan, all personnel, equipment, unused products and other means which were involved in the joint response operations shall return or be returned to their respective countries of origin.

The Party who requested assistance shall take the necessary measures for the prompt return of the **personnel** of the assisting Parties, although the co-ordination and preparation of the necessary arrangements for their return remains the responsibility of their respective Operational Authorities.

Unless otherwise agreed, the Party who requested assistance shall be responsible for returning to the country of origin all **equipment**, rendered as assistance and all unused treatment **products**. All equipment and other means shall be returned **clean** and in the **best possible working order**.

The Operational Authorities of the Parties concerned may decide, in direct contacts between them, that unused treatment products remain in the country that requested the assistance.

Self-contained units (vessels, aircraft) shall return to their country of origin using their own power. The Party who requested assistance is responsible for facilitating formalities related to leaving its territory/airspace, for all units rendered as assistance.

The Party who requested assistance shall prepare a report on the effectiveness of the personnel, equipment, products and other means received as assistance. These reports shall be circulated to the other Parties.

5. COMMUNICATIONS AND REPORTING

5.1. Communications System

Each Party shall establish and maintain an efficient communications system, operational 24 hours a day, which shall serve for:

- a) receiving reports on oil pollution incidents and transmitting these reports to the Operational Authorities and to other interested parties within the country;
- b) activation of the Plan, requesting assistance and the exchange of operational messages during joint response operations.

The system shall comprise national ERCs together with the National Contact Points for receiving reports on oil pollution incidents, if these are different from the ERCs.

Elements of this communications system which each Party shall establish, including telephone, telefax and telex numbers, e-mail addresses and websites, and the allocated radio frequencies and channels pertinent to each Party, are given in **Annex 4**.

5.2. Pollution Reporting System (POLREP)

For the exchange of information concerning oil pollution incidents, the Parties shall use the pollution reporting system (POLREP) which has been agreed for use within the framework of this Plan. The POLREP is divided into three parts:

- | | |
|-------------------|---|
| Part I (POLWARN) | is an initial notice (first information or a warning) of an oil pollution incident. |
| Part II (POLINF) | is a detailed supplementary report to Part I (within 24 hours of the oil spill). |
| Part III (POLFAC) | is used for requesting assistance from other Parties and for defining operational matters related to this assistance. |

A detailed description of all three Parts of the POLREP is given in **Annex 6**. In situations where the type and extent of the required assistance have not yet been determined, the Party who takes the decision to activate the Plan shall utilize line 53 of the POLINF part of the POLREP message to inform the other Parties that the Plan has been activated.

5.3. Situation Reports (SITREPs)

During the entire period between the activation of the Plan and its deactivation, the Lead State keeps the other Parties informed on:

- a) the development of the situation regarding the oil pollution incident;
- b) the actions taken to combat pollution;
- c) the progress of the joint response operations;
- d) any decisions regarding future response activities;
- e) all other relevant information including, in particular, information concerning environmental impact, effects on marine and coastal resources, and the economic consequences of the oil pollution incident; and
- f) any other incidents occurring during or related to the response operation.

Such information shall be transmitted by the SOSOC to the Operational Authorities of the Parties and to the Regional Mechanism either in the form of POLINF (see Annex 6) or as a text in the form of a situation report (SITREP).

The Lead Authority shall endeavour to transmit a POLINF and thereafter a SITREP at least once a day.

Before dissemination, each report shall be verified by the SOSOC.

If pollution combating operations continue at the national level after the deactivation of the Plan, the Party affected by the incident shall continue to inform the other Parties and the Regional Mechanism of the situation until the final termination of all pollution response operations.

It is the responsibility of the Operational Authority of each Party to ensure that the situation reports are transmitted to all interested parties within its respective country.

5.4. Post Incident Reports

Following the termination of pollution response operations, taken at both national level and within the framework of the Plan, the NOSC and/or the SOSC respectively shall prepare a final report including:

- a) a description of the oil pollution incident and development of the situation;
- b) a description of the response measures taken;
- c) a description of the assistance rendered by the other Parties;
- d) an assessment of the complete response operation;
- e) an assessment of the assistance rendered by the other Parties;
- f) a description and analysis of the problems encountered in responding to the oil pollution incident;
- g) recommendations regarding the possible improvement of existing arrangements and, in particular, of the provisions of the Plan.

The final report may also include:

- a) an account of the costs incurred during the response by each Party;
- b) an estimate of environmental and economic damage.

Copies of the post-incident reports shall be sent to all Parties and to the Regional Mechanism.

The reports shall be analysed at the national level by the members of each support team and their respective NOSCs, who shall prepare recommendations concerning amendments and improvements of the Plan, and if necessary, of their NCPs (see sections 2.5 and 3.5).

The conduct of joint response operations and other questions of common interest shall be reviewed during the biennial Conference of the Parties of the Aktau Protocol.

6. ADMINISTRATION, LOGISTICS AND FUNDING

6.1. Logistics

The Lead Authority is responsible for providing all the logistic support necessary for conducting joint response operations.

The Lead Authority shall, in particular:

- a) make the necessary arrangements for accommodation and transportation, within the assisted country, of all assisting personnel;
- b) when equipment and other means are received from the assisting Parties, take the necessary measures to provide:
 - safe storage or parking places, as appropriate, including cranes, fork-lifts and other handling equipment, as necessary;
 - fuel, lubricants, basic repair and maintenance facilities.

As regards the stay in the territory of the Lead State of vessels and aircraft rendered as assistance by other Parties, the Lead Authority shall take the necessary measures to ensure assistance to the crews at airports and in ports, as appropriate, and to provide security services for ships, aircraft and related equipment, while these are in ports or at airports of the Lead State.

6.2. Financial Procedures

The Parties shall observe the general principles as laid down in Article 11 of the Aktau Protocol concerning the reimbursement of costs related to mutual assistance as follows:

- a) The Party who has requested assistance shall reimburse to the assisting Party all expenses incurred in rendering such assistance, according to the invoice submitted by the assisting Party unless otherwise decided on a case-by-case basis.
- b) At the time of incident, the assisting Party shall provide information on the wages of personnel, the rental rates for equipment and other means and the cost of treatment products, which might be rendered as assistance.
The Parties shall endeavour to harmonise their rates and discuss all relevant questions during the meetings of the Operational Authorities.
- c) The assisting Party shall, immediately following receipt of a request for assistance, submit to the requesting Party an offer of the personnel, equipment and other means which can be provided and an estimate of the costs of such assistance.
- d) If the Party who requested assistance decides to withdraw the request for whatever reason, it shall nevertheless pay to the assisting Party all the expenses incurred up to the moment when the request was withdrawn or the personnel and equipment return to their country of origin, as appropriate.
- e) In the event of the transfer of responsibility of Lead State from one Party to another, the costs incurred by requests for assistance by the Lead State shall remain that State's responsibility up to the time of transfer of Operational Command. Any continuation of assistance provided at the confirmed request of the Party taking over responsibility as Lead State shall also take over responsibility for the reimbursement of the costs of assistance from the time of transfer of Operational Command. Such transfer of responsibility shall be realized through an official request, including the date of transfer and description of the financial considerations before and after that.
- f) The Parties shall resolve all questions related to financial matters after the termination of joint response operations.

The provisions of this paragraph shall not prejudice the resolution of any dispute involving third parties that may arise regarding liability and compensation for damages resulting from any oil pollution incident.

In the case of joint response operations, the Lead State (the Party who has requested assistance) shall directly cover the following expenses related to the stay in its territory of personnel, equipment and means (including vessels and aircraft) of the assisting Party:

- a) board and lodging and/or daily subsistence allowance as appropriate, of all response personnel other than the crews of ships and vessels;
- b) any port dues for vessels and ships rendered as assistance;
- c) any airport dues for aircraft rendered as assistance;
- d) necessary fuel for all equipment and means including, in particular, vessels and aircraft, engaged in joint response operations;
- e) medical services provided to injured and ill personnel of the assisting Party;
- f) costs related to repatriation of any personnel who died, were injured or taken ill during joint response operations;
- g) maintenance costs for any piece of equipment, vessel and aircraft engaged in joint response operations;
- h) repair costs for any piece of equipment, vessel or aircraft damaged in its territory during and due to the joint response operations, if such repair needs to be made prior to returning to the country of origin of such equipment and means;
- i) costs of communications related to the joint response operations that have been incurred by the personnel of the assisting Party in the territory of the Lead State.

The assisting Party shall directly cover the following expenses related to the sending to the country that requested the assistance of its personnel, equipment, products or other means including, in particular, vessels and aircraft:

- a) the mobilization of personnel, equipment, products or other means;
- b) the costs of transport of personnel, equipment and products to and from the country where joint response operations are taking place ;
- c) fuel for self-contained units (vessels, aircraft) which travel to the scene of joint response operations using their own power;
- d) costs of communications related to joint response operations that are originating from the territory of the assisting Party;
- e) insurance of the personnel of the strike teams;
- f) medical services rendered, following their return to their country of origin, to response personnel who were injured or taken ill during joint response operations;
- g) maintenance and repair costs for equipment and means engaged in joint response operations which were incurred after the return of such equipment and means to the country of origin.

Following the termination of the joint response operations and the return of all personnel, equipment and other means which were engaged in the joint response operations, each assisting Party shall prepare a detailed invoice including the costs of assistance rendered to the Lead State and other expenses related to this assistance. The following items shall be included in the invoice:

- a) wages of personnel engaged in the joint response operations, calculated on the basis of the prices given to the Lead State when assistance was requested, and the daily work logs approved by the SOSC or another responsible officer of the Lead State;
- b) costs of rental of equipment and means calculated on the basis of the prices given to the Lead State when assistance was requested, and the daily work logs approved by the SOSC or another responsible officer of the Lead State;

- c) cost of treatment products used during joint response operations calculated on the basis of the prices given to the Lead State when assistance was requested, and the daily work logs approved by the SOSOC or another responsible officer of the Lead State;
- d) all expenses incurred by the assisting Party as listed above;
- e) costs for replacement of equipment damaged beyond repair during joint response operations.

Upon receipt of such an invoice, the Party who had activated the Plan and requested assistance shall reimburse the expenses incurred by the assisting Parties in relation to the pollution response measures undertaken by these Parties following the activation of the Plan. The Party who activated the Plan shall subsequently include such invoices in its own claim for reimbursement of pollution response related costs, submitted to the party liable for the oil pollution incident, its insurers or an international system for compensation for pollution damages, as appropriate.

Alternatively, the Parties may agree that the claims for reimbursement of such expenses shall be submitted directly to the party liable for the oil pollution incident, its insurers or an international system for compensation for pollution damages, by each Party separately.

Regardless of the party to whom such claims are submitted, they shall be prepared in accordance with the guidelines provided by the IOPC Fund in its "Claims Manual" and attached to the Plan as **Annex 8**. An updated version of the IOPC Fund "Claims Manual" can be found on the IOPC Fund official website.

6.3. Transboundary Movement of Response Personnel, Equipment, Products and Self-Contained Units

In order to facilitate the movement of response personnel, equipment and other means to the place where the assistance is required, the requesting Party will:

- make arrangements for the rapid entry of equipment, products and personnel prior to their arrival and ensure that customs formalities are facilitated to the maximum extent. Equipment and products should be admitted on a temporary basis in accordance with the national law on customs duties of the requesting Party. Such equipment and products should be admitted free of excise and duties wherever possible.
- ensure that, should ships and aircraft be provided, ships are granted all necessary authorisations and aircraft cleared to fly in the national air space. A flight plan or a flight notification will be filed and accepted as an authorization for aircraft to take off, land ashore or at sea outside regular customs airfields.

6.3.1. Immigration and customs formalities

Each Party shall endeavour to make, at the national level, special arrangements applicable in emergency situations, concerning provisions for rapid granting of entry visas and work permits for personnel, as well as permits necessary for the transit or temporary importation of the requested equipment and material.

Details of such arrangements shall be included in the National Contingency Plan of each Party and are reproduced in **Annex 2** to the Plan. This refers, in particular, to information which the assisting Party has to provide to the appropriate national authorities of the requesting Party in order to facilitate the implementation of these special arrangements.

The Parties shall designate **competent customs authorities**, responsible for the prompt clearing of customs formalities related to transboundary movement of response personnel and means in cases of activation of the Plan. The Parties shall keep each other permanently informed on such customs authorities, and this information (name of the office and of the responsible officer, address, telephone, telex and telefax number) shall be included in **Annex 1**.

Prior to sending assistance to the Party who so requests, the Operational Authority of the assisting Party shall establish direct contact with the competent customs authority of the requesting Party in order to obtain the necessary clearance for the entry of equipment, products and other means into the country.

6.3.2. Overflight procedures

Within the framework of the Plan and upon a specific request of the Lead State, aircraft of the other Parties might be allowed to enter and operate in the airspace of the Lead State for one or more of the following purposes:

- search and rescue;
- surveillance flights;
- transportation of response personnel, equipment and products;
- spraying of dispersants or other treatment products;
- other flights related to pollution response operations.

Each Party shall make, in advance, necessary arrangements concerning rapid granting of permits and clearances for civil aircraft (fixed wing or helicopters) of other Parties, who might be requested to take part in response operations within its airspace. Similar arrangements shall be made for the use of airport facilities by civilian fixed wing aircraft and helicopters engaged in joint response operations.

Overflight for the above-mentioned purposes, of the territory of one of the Parties, by military and state-owned aircraft of the other Parties, shall be decided on a case-by-case basis by the Parties over the territories of which the overflight would occur.

6.3.3. Navigation procedures

Within the framework of the Plan and upon the request of the Lead State, vessels of the other Parties might enter and operate in the territory of the Lead State for one or more of the following purposes:

- search and rescue;
- salvage operations;
- pollution response operations, including containment and recovery of spilled products, spraying of dispersants or other treatment products, storage and transportation of recovered pollutant;
- transportation of response personnel, equipment and products;
- any other voyage related to pollution response operations.

Each Party shall make, in advance, the necessary arrangements concerning the rapid granting of permits and clearances for the navigation of civil vessels (ships, boats, specialised anti-pollution vessels) of the other Parties who might be requested to take part in response operations within its territory. Similar arrangements shall be made for the use of port facilities by civilian vessels engaged in joint response operations.

Navigation for the above-mentioned purposes, in the territory of one of the Parties, by naval and state-owned vessels of the other Parties, shall be decided on a case-by-case basis by the Parties concerned.

In all cases the provisions of the International Convention on Facilitation of International Maritime Traffic, as amended, shall be observed by the Parties concerned.

Each Party shall exercise state border crossing and sojourn of foreign vessels, aircrafts and other transports means involved in combating oil pollution incidents, as well as personnel cargos, materials and equipment required to deal with such incidents pursuant to the regulations of the Party.

6.4. Health and Safety, Medical Insurance and Medical Assistance

Each Party shall ensure that proper health and safety procedures, including the wearing of protective clothing and safety equipment, are followed by its personnel at all times.

Each Party shall take the necessary measures to insure against death, illness and injury, its personnel who might participate in joint response operations, joint exercises and joint training courses.

The Lead State shall endeavour to offer the best possible initial medical care and services to any person from another Party who was injured or taken ill during his/her participation in joint response operations.

The Lead State shall facilitate the repatriation of assisting personnel who are injured or taken ill during joint response operations.

The costs of hospitalization and medical assistance rendered within the territory of the Lead State to injured or ill personnel of the assisting Party shall be borne by the Lead State. The Lead State might decide to claim the reimbursement of all such costs from the party responsible for the oil pollution incident, its insurer or an international system for compensation of pollution damages, as appropriate.

The Parties shall waive the right to make claims against each other for the reimbursement of costs of medical care rendered to persons injured and taken ill during joint response operations.

6.5. Responsibility for Injury and Damage

If assisting strike teams cause any damages to third parties at the time when they are going to or leaving the site of operations, or when they are engaged in oil spill combating and clean-up, the responsibility for such damages shall rest with the respective authority of the assisting Party.

Each Party shall be responsible for damages caused to third parties by its national strike teams during joint exercises.

6.6. Documentation of Response Operations and Related Costs

Full documentation of response activities is vital to facilitate the subsequent pursuance of claims for compensation.

The SOSOC shall take all necessary measures to ensure that detailed records of all actions taken in order to respond to an oil pollution incident, within the framework of the Plan, are accurately kept. For this purpose, the SOSOC will include a record keeping officer/financial controller in his/her support team.

As a minimum, the following records shall be regularly kept:

- a) Description of the situation (including photographs and video records where available), decisions taken and the response measures implemented;
- b) Daily work log giving details of:
 - operations in progress (place, time, purpose);
 - equipment and other means in use (place, time, purpose);
 - personnel employed (place, number, time);
 - response products and other material (e.g., fuel) consumed (type, quantity, purpose).
- c) Records of all expenditures made in relation to the pollution response operations.

Following the termination of the response operations, such records shall be made available to the national authority responsible for the submission of claims for compensation.

In cases where the Parties have agreed that the assisting Party will submit a separate claim for compensation, the authorities of the Lead State shall make available to the authorities of the assisting Parties copies of relevant records.

PUBLIC INFORMATION

6.7. Public Relations Officer (PRO)

After the activation of the Plan, the Lead Authority shall designate a Public Relations Officer (PRO) who shall be seconded to the SOSC's support team.

The PRO shall be responsible for:

- a) maintaining contacts with the press and other media including radio and TV;
- b) preparing press releases on behalf of the SOSC and the Lead Authority;
- c) following the information released by the press and the media and clarifying any possible misunderstandings.

6.8. Press Releases

Press releases shall be prepared and distributed to the press at least once a day during the entire period between the activation and the deactivation of the Plan.

Press releases shall be prepared by the PRO on the basis of accurate facts provided by the SOSC and/or his/her support team. They shall contain information concerning:

- the oil pollution incident and the development of the situation;
- technical data on vessels involved, type and characteristics of the pollutants, etc.;
- the measures taken to combat pollution;
- the progress of the response measures;
- injuries of personnel and damage to vessels, equipment, etc.

The following guidelines shall be observed when preparing press releases:

- prepare titles/headlines;
- give priority to the most recent and important information;
- use simple sentences and give only one idea per sentence;
- avoid quoting estimates, conjectures and suppositions;
- avoid giving opinions on environmental or other unquantifiable damages;
- draft final wordings very carefully.

Maps showing the area of incident, the evolution of the spill and the sites of the response operations should accompany press releases whenever possible.

All press releases shall be vetted and approved by the SOSC before distribution to the press.

6.9. Press Conferences

After the activation of the Plan, the Lead Authority may decide, in consultation with the SOSC, to organise one or more press conferences for briefing the media.

The following persons may take part in such press conferences:

- SOSC
- specially designated expert members of the support team

- PRO
- representative(s) of the Lead Authority
- representative(s) of the other Parties (e.g., Liaison Officers or NOSCs)
- representative(s) of ship, offshore units and cargo owners and/or their insurers.

Written information on the main facts concerning the oil pollution incident and the joint response operations, maps and photographs may be prepared in advance by the PRO and approved by the SOSC for use during the press conference.

The guidelines concerning the preparation of press releases (section 7.2) are also applicable to participants in press conferences.

**List of Annexes of the Caspian Sea Plan Concerning Regional Co-operation
in Combating Oil Pollution in Cases of Emergency**

Annex 1:

Directory of Competent National Authorities, Contact Points, Emergency Response Centres, National On-Scene-Commanders and Other Relevant Addresses

Annex 2:

Extracts of Relevant Sections of the National Contingency Plans

Annex 3:

Directory of Response Personnel and Inventory of Response Equipment, Products and Other Means which Each Party Might Offer as Assistance in the Event of Activation of the Plan

Annex 4:

Communication System

Annex 5:

National Maps

Annex 6:

Pollution Reporting System (POLREP)

Annex 7:

Spill Assessment and Aerial Surveillance

Annex 8:

Claims Manual – International Oil Pollution Compensation Fund

Annex 9:

Guidelines for Oil Spill Exercises under the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency

COUNTRY: Azerbaijan Republic**Annex 1****Directory of Competent National Authorities, Contact Points, Emergency Response Centres,
National On-Scene-Commanders and Other Relevant Addresses****COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: Ministry for Emergencies of the Azerbaijan Republic (MChS Azerbaijan)

ADDRESS: Block 501, M. Mushviga St., Baku, AZ 1073

TELEPHONE: (+994 12) 512-00-61

TELEX:

TELEFAX: (+994 12) 512-00-46

EMAIL and WEBSITE: info@fhn.gov.az, <http://www.fhn.gov.az/>

WORKING HOURS: 9 a.m. to 6 p.m.

CONTACT PERSON: Etibar Mirzaev, Deputy Minister for Emergencies

ALTERNATIVE CONTACT: Gudrat Abdullaev, Head, Main Operations Directorate

**COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST
ASSISTANCE OR DECIDE TO RENDER ASSISTANCE
(Article 4(1)(c) of the Protocol)**

TITLE: Ministry for Emergencies of the Azerbaijan Republic (MChS Azerbaijan)

ADDRESS: Block 501, M. Mushviga St., Baku, AZ 1073

TELEPHONE: (+994 12) 512-00-61

TELEX:

TELEFAX: (+994 12) 512-00-46

EMAIL and WEBSITE: <http://www.fhn.gov.az/>

WORKING HOURS: 9 a.m. to 6 p.m.

CONTACT PERSON: Etibar Mirzaev, Deputy Minister for Emergencies

ALTERNATIVE CONTACT: Gudrat Abdullaev, Head, Main Operations Directorate

**NATIONAL OPERATIONAL AUTHORITY
(Section 2.2(b) of the Plan)**

TITLE: Caspian Basin Emergency Rescue Service (CBARS)

ADDRESS: Sabail Bay-3, Baku, AZ 1023

Reception:

Tel: (+994 12) 512-45-02, E-mail: xhqx@fhn.gov.az (Working hours: Weekdays; 8.30 a.m. to 5 p.m.)

Control Room:

Tel: (+994 12) 512-45-46, E-mail: dispetcher.xhqx@fhn.gov.az (Working hours: 24/7)

Security group:

Tel: (+994 12) 512-45-61 (Working hours: 24/7)

CONTACT PERSON: Duty Dispatcher

ALTERNATIVE CONTACT: Duty security officer

**NATIONAL CONTACT POINT (OPERATIONAL 24 HRS A DAY) RESPONSIBLE FOR TRANSMITTING AND RECEIVING REPORTS ON POLLUTION INCIDENTS
(Section 2.2(c) of the Plan and Article 4(1)b) of the Protocol)**

TITLE: Crisis Control Centre
ADDRESS: Block 501, M. Mushviga St., Baku, AZ 1073
TELEPHONE: (+994 12) 512-40-30
TELEX:
TELEFAX: (+994 12) 512-40-32
EMAIL and WEBSITE: bvim@fhn.gov.az
WORKING HOURS: 24/7

**EMERGENCY RESPONSE CENTRE
(Section 2.2(d) of the Plan)**

TITLE: Caspian Basin Emergency Rescue Service (CBARS)
ADDRESS: Sabail Bay-3, Baku, AZ 1023
TELEPHONE: (+994 12) 512-45-46
TELEX:
TELEFAX: (+994 12) 512-45-44
EMAIL and WEBSITE: dispetcher.xhqx@fhn.gov.az
WORKING HOURS: 24/7

**NATIONAL ON-SCENE-COMMANDER
(Section 2.2(e) of the Plan)**

TITLE/NAME: Fuad Baghirov, Director, CBARS
ADDRESS: Sabail Bay-3, Baku, AZ 1023
TELEPHONE: (+994 12) 512-45-00
WORKING HOURS: 8.30 a.m. to 5 p.m.
Substitute person:
TITLE/NAME: Akram Gahramanov, Deputy Director, CBARS
TELEPHONE: (+994 12) 512-45-01
WORKING HOURS: 8.30 a.m. to 5 p.m.

**COMPETENT CUSTOMS AUTHORITY
(Section 2.2(f) of the Plan)**

TITLE:
1) Baku Main Customs Office
2) Customs Office for Protection of the Economic Interests of the Azerbaijan Republic in the Caspian Sea

ADDRESS:
1) 30a Koverochkin St., Baku, AZ 1007
2) 11 Mamedemin Rasulzade St.,
District 22, Khyrdalan, Absheronkiy Rayon,
AZ 0100
TELEPHONE:
1) (+994 12) 440-13-38
2) (+994 12) 342-32-06
TELEX:
TELEFAX:
1) (+994 12) 440-26-01
2) (+994 12) 342-49-83

EMAIL and WEBSITE: international@customs.gov.az , ferid.qasimzade@customs.gov.az,
vuqar.quliyev@customs.gov.az

WORKING HOURS: 9 a.m. to 6 p.m.

CONTACT PERSON:

- 1) Elchin Shirinov
- 2) Farid Gasym-zade

ALTERNATIVE CONTACT:

- 1) Ziyaret Mustafayeva
- 2) Vyugar Guliyev

**COMPETENT IMMIGRATION AUTHORITY
(Section 2.2(f) of the Plan)**

TITLE: National Migration Service of the Azerbaijan Republic

ADDRESS:

202 Binagadinskoye Shosse, District 3123,
Binagadinskiy Rayon,
Baku, AZ 1114

TELEPHONE:

(+994 12) 562-56-23,
562-57-73, 562-57-74,
562-57-90, 562-57-93,
562-46-82

TELEX:

TELEFAX:

(+994 12) 562-37-02

EMAIL and WEBSITE: info@migration.gov.az, www.migration.gov.az

WORKING HOURS:

Azerbaijani citizens, foreign citizens and persons without citizenship may visit the National Migration Service of the Azerbaijan Republic from Monday to Friday, 9 a.m. to 1 p.m. and 2 p.m. to 6 p.m.

CONTACT PERSON:

Mamedov Intigam Bekhbud ogliy,
Deputy Head, Baku Regional Migration Office
(tel. 994-12-561-87-54; mobile 994502004470)

ALTERNATIVE CONTACT:

Alekberov Igbal Rafik ogliy,
Head of Dept.,
Baku Regional Migration Office
(tel. 994-12-561-87-54; mobile 994503850002)

EXTRACTS OF RELEVANT SECTIONS OF

THE NATIONAL CONTINGENCY PLANS

(to be prepared by each country)

In accordance with Article 2.2(g) of the Regional Plan, each Party shall inform the other Parties of "at least those parts of their respective National Contingency Plan which might be relevant in cases of conducting joint response operations and, in particular, a description of the administrative organization and the responsibilities of each of the constituent authorities in preparing for and combating oil pollution incidents."

Azerbaijan

The National Contingency Plan is being updated.

...

**DIRECTORY OF RESPONSE PERSONNEL
AND INVENTORY OF RESPONSE EQUIPMENT, PRODUCTS AND OTHER MEANS
WHICH EACH PARTY MIGHT OFFER AS ASSISTANCE
IN THE EVENT OF ACTIVATION OF THE PLAN**

TRANSFER PUMPS	2																
HOSES (m)		4200															
FENDERS																	
INERT GAS GENERATORS																	
BOOMS																	
HARBOUR BOOMS (m)		535															
INSHORE BOOMS (m)		6270	2x30														
OFFSHORE BOOMS (m)		2695	m														
RECOVERY DEVICES																	
SKIMMERS	5	40	1														
PUMPS	2	44	1														
DISPERSANT APPLICATION SYSTEMS																	
VESSEL-MOUNTED EQUIPMENT																	
REMOVABLE EQUIPMENT		4															
BEACH CLEANING UNITS																	
PRESSURE CLEANERS																	
VACUUMS UNITS																	
LAND RESPONSE VEHICLES																	
TRUCK WITH EQUIPMENT (OIL)		5															
SOFTWARE SYSTEMS																	
SOFTWARE USED FOR POLLUTION RESPONSE																	
SATELLITE IMAGE SERVICES																	

COMMUNICATIONS SYSTEM

Section 5 of the Regional Plan for Co-operation establishes the principle that each Party shall establish and maintain an efficient communications system, operational 24 hours a day. The following tables provide information on:

- telephone, fax and telex numbers and e-mail addresses of national operational authorities and of their respective national emergency response centres;
- relevant coastal radio stations;
- VHF channels agreed by the Parties for use in pollution response operations;
- MF frequencies that can be used for communication in case of spill response operations

(Only available in Russian, requires translation into English)

TABLE 4.1: TELEPHONE, FAX AND TELEX NUMBERS AND E-MAIL ADDRESSES OF NATIONAL OPERATIONAL AUTHORITIES AND OF THEIR RESPECTIVE NATIONAL EMERGENCY RESPONSE CENTRES

		AZERBAIJAN	IRAN	KAZAKHSTAN	RUSSIAN FEDERATION	TURKMENISTAN
Country codes (dialling-in codes)		+994				
National Government Authority MCS? Ministry for Emergencies of the Azerbaijan Republic	Tel	(12)512-00-61				
	Fax	(12)512-00-46				
	Tlx					
	Email	info@fhn.gov.az				

National Operational Authority KBASS? CBARS	Tel	(12)512-45-02 (12)512-45-46				
	Fax	(12)447-18-27 (12)447-18-97				
	Tlx					
	Email	xhqx@fhn.gov.az				
Emergency Response Centre Emergency Management Center?	Tel	(12)512-40-30				
	Fax	(12)512-40-32				
	Tlx					
	Email	bvim@fhn.gov.az				

TABLE 4.2: RELEVANT COASTAL RADIO STATIONS

Country	AZERBAIJAN	IRAN	KAZAKHSTAN	RUSSIAN FEDERATION	TURKMENISTAN
Coastal Radio Station	FM-8800S, IC-M710, FS2570				
Telephone					
Fax					
Telex					
INMARSAT	Felcom-15				
...					
...					
MF radio channels	1626,5-1646,5 mHs				
MF radio channels	1530,0-1545,0 mHs				
MF radio channels					

TABLE 4.3: MF FREQUENCIES THAT CAN BE USED FOR COMMUNICATION IN CASE OF SPILL RESPONSE OPERATIONS

COASTAL RADIO STATION	FREQUENCY FOR USE IN POLLUTION RESPONSE (TxRx-carrier)	ORDINARY FREQUENCY (BACK-UP) MF (Tx-carrier)	ORDINARY FREQUENCY (BACK-UP) HF (Tx-carrier)
Azerbaijan radio station A	2580-2525	2580	2580
Iran radio station B			
Kazakhstan radio station C			

Russian Federation radio station D			
Turkmenistan radio station E			

TABLE 4.4: VHF CHANNELS AGREED FOR USE IN POLLUTION RESPONSE OPERATIONS

CHANNEL	10	67	73	16	6	8
FREQUENCY (MHz)	156.500	156.375	156.675	156.800	156.300	156.400
USE	Pollution response	Pollution response	Pollution response	Distress/ safety	SAR	Intership

NATIONAL MAPS

showing possible sources of pollution, environmentally sensitive areas, priorities for protection, and areas where the use of dispersants is allowed, restricted or forbidden

(to be provided by each Party in accordance with Section 3.8 of the Plan)

(to be resubmitted)

COUNTRY: Islamic Republic of Iran

Annex 1

**COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: Ports & Maritime Organization

ADDRESS: No.1, Shahidi Street, Shahid Haghani Expressway, Vanak Square, Tehran

TELEPHONE: +98 21 88651110, +98 21 84932171

TELEFAX: +98 21 88651112, +98 21 84932190

EMAIL and WEBSITE: npasandeh44@gmail.com, www.pmo.ir

WORKING HOURS:

CONTACT PERSON: Mr. Majid Alinazi

ALTERNATIVE CONTACT: Mr. Nader Pasandeh

**COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND
REQUEST ASSISTANCE OR DECIDE TO RENDER ASSISTANCE
(Article 4(1)(c) of the Protocol)**

TITLE: Ports & Maritime Organization

ADDRESS: No.1, Shahidi Street, Shahid Haghani Expressway, Vanak Square, Tehran

TELEPHONE: +98 21 84932171, +98 21 84932175

TELEFAX: +98 21 84932190

EMAIL and WEBSITE: npasandeh44@gmail.com, mmirnejad1393@yahoo.com, www.pmo.ir

CONTACT PERSON: Mr. Nader Pasandeh

ALTERNATIVE CONTACT: Mr. Mohammad Mirnejad

**NATIONAL OPERATIONAL AUTHORITY
(Section 2.2(b) of the Plan)**

TITLE: Ports & Maritime Organization

ADDRESS: No.1, Shahidi Street, Shahid Haghani Expressway, Vanak Square, Tehran

TELEPHONE: +98 21 84932171, +98 21 84932175

TELEFAX: +98 21 84932190

EMAIL and WEBSITE: npasandeh44@gmail.com, mmirnejad1393@yahoo.com, www.pmo.ir

CONTACT PERSON: Mr. Nader Pasandeh

ALTERNATIVE CONTACT: Mr. Mohammad Mirnejad

**NATIONAL CONTACT POINT (OPERATIONAL 24 HRS A DAY) RESPONSIBLE FOR TRANSMITTING AND RECEIVING REPORTS ON POLLUTION INCIDENTS
(Section 2.2(c) of the Plan and Article 4(1)b) of the Protocol)**

TITLE: Ports & Maritime Organization

ADDRESS: No.1, Shahidi Street, Shadid Haghani Expressway, Vanak Square, Tehran

TELEPHONE: +98 21 84932175, +98 21 84932179

MOBILE: +98 9126930049, +98 9122104172

TELEFAX: +98 21 84932190

EMAIL and WEBSITE: mmirnejad1393@gmail.com, royamarine@gmail.com, ghobakhloo.r@gmail.com,
www.pmo.ir

CONTACT PERSON: Mr. Mohammad Mirnejad

ALTERNATIVE CONTACT: Ms. Roya Emam

Mr. Reza Hossein Ghobakhloo

**EMERGENCY RESPONSE CENTRE
(Section 2.2(d) of the Plan)**

TITLE: Ports and Maritime Directorate General of Gilan Province

ADDRESS: MRCC, Bandar Anzali Port

TELEPHONE: +98 1344 425540

TELEFAX: +98 1344 441303

EMAIL and WEBSITE: anzaliradio@anzaliport.ir

WORKING HOURS: 24 hours

**EMERGENCY RESPONSE CENTRE
(Section 2.2(d) of the Plan)**

TITLE: Ports and Maritime Directorate General of Mazandaran Province

ADDRESS: MRCC, Noshahr Port

TELEPHONE: +98 1152 350984, 350986

TELEFAX: +98 1152 333120

EMAIL and WEBSITE: nowshahrradio@pmo.ir

WORKING HOURS: 24 hours

**EMERGENCY RESPONSE CENTRE
(Section 2.2(d) of the Plan)**

TITLE: Ports and Maritime Directorate of Amirabad Port

ADDRESS: Amirabad Port

TELEPHONE: +98 1134 623511, 512233

TELEFAX: +98 1134 623501

EMAIL and WEBSITE: amirabaddradio@yahoo.com

WORKING HOURS: 24 hours

NATIONAL ON-SCENE-COMMANDER
(Section 2.2(e) of the Plan)

TITLE/NAME: Selected in each case and depending on pollution requirements
ADDRESS:
TELEPHONE:
TELEX:
TELEFAX:
EMAIL and WEBSITE :
WORKING HOURS:

COMPETENT CUSTOMS AUTHORITY
(Section 2.2(f) of the Plan)

TITLE: Ports and Maritime Organization
ADDRESS: No.1, Shahidi Street, Shahid Haghani Expressway, Vanak Square, Tehran
TELEPHONE: +98 21 84932171, +98 21 84932175
TELEFAX:+98 21 84932190
EMAIL and WEBSITE: npasandeh44@gmail.com, mmirnejad1393@gamil.com, www.pmo.ir
WORKING HOURS:
CONTACT PERSON: Mr. Nader Pasandeh
ALTERNATIVE CONTACT: Mr. Mohammad Mirnejad

COMPETENT IMMIGRATION AUTHORITY
(Section 2.2(f) of the Plan)

TITLE: Ports and Maritime Organization
ADDRESS: No.1, Shahidi Street, Shahid Haghani Expressway, Vanak Square, Tehran
TELEPHONE: +98 21 84932171, +98 21 84932175
TELEFAX: +98 21 84932190
EMAIL and WEBSITE: npasandeh44@gmail.com, mmirnejad1393@yahoo.com, www.pmo.ir
CONTACT PERSON: Mr. Nader Pasandeh
ALTERNATIVE CONTACT: Mr. Mohammad Mirnejad

**EXTRACTS OF RELEVANT SECTIONS OF
THE NATIONAL CONTINGENCY PLANS**

(to be prepared by each country)

In accordance with Article 2.2(g) of the Regional Plan, each Party shall inform the other Parties of "at least those parts of their respective National Contingency Plan which might be relevant in cases of conducting joint response operations and, in particular, a description of the administrative organization and the responsibilities of each of the constituent authorities in preparing for and combating oil pollution incidents."

Islamic Republic of Iran

National System for Oil Pollution Preparedness, Response & Cooperation At Sea & Navigable Rivers

Article I

For the purposes of this Plan,

- A) National Contingency Plan means the Islamic Republic of Iran National Plan for Preparedness, Response and Cooperation for Oil Pollution;
- B) Provincial Contingency Plan means the Provincial Plan for Preparedness, Response and Cooperation for Oil Pollution, prepared for each of the coastal provinces in the area covered by the National Contingency Plan;
- C) OPRC Convention means the Oil Pollution Preparedness, Response and Cooperation, approved in 1990;
- D) National Authority means the Ports and Maritime Organization (PMO) which bears the responsibility of coordinating response to emergency incidents in the National Contingency Plan and implementing the duties of the authorities mentioned in the Article 6 of the OPRC Convention;
- E) Emergency Plan means a plan prepared to be activated for immediate and effective response in cases of incidents leading to oil pollution from ships, oil tankers, platforms, facilities or (fixed or floating) artificial islands;
- F) Sensitive and vulnerable area means a stretch of the sea or the coastline which would be subject to intensive potential risk of oil pollution as a result of ecological, economical, and social significance, or scientific reasons, or vulnerability to natural conditions, and would require certain protective measures and special support;
- G) Oil pollution means discharge, leakage or entrance of oil, or any mixture containing oil, into the waters covered by this Plan, by ships, oil tankers, artificial islands or platforms (fixed or floating), damaged, half-sunken or sunken ships or oil tankers, oil loading /discharging terminals and ports, floating oil tanks, underwater pipelines or any other establishments or oil storage facilities on the land, or pollution caused by operations from repairing, scrapping, dismantling or recycling of ship or oil tanker in the repair docks;
- H) Oil means petroleum in any form including crude oil, fuel oil, oily wastes, oily mixtures, and oil products;
- I) Dispersant means any substance used in the oil clean-up operations after being announced by the National Authority and approved by the Department of Environment;
- J) Area covered means the coasts and waters mentioned in Article 2 of the Act on Protection of Seas and Navigable Rivers against Oil Pollution, 2010;
- K) Accident leading to oil pollution means an accident belonging to any of the following tiers:
 - 1 Tier I – Small Spill: Spills of less than 50 tons of oil, or accidents bearing the risk of such a spill;
 - 2 Tier II – Medium Spill: Spills of 50 to 500 tons of oil, or accidents bearing the risk of such a spill; and
 - 3 Tier III – Large Spill: Spills of more than 500 tons of oil, or accidents bearing the risk of such a spill.

Article II

In order to plan, coordinate and monitor the implementation of the national plan, a "Working Group on Coordination of Oil Spill Response", hereinafter referred to as the "Working Group", shall be established by the representatives (at least at the Deputy Minister level) of the following organizations, and be chaired by the Deputy Minister of Road and Urban Development (the PMO's Managing Director):

- A) Ministry of Road and Urban Development (Ports and Maritime Organization);
- B) Department of Environment;
- C) Ministry of Interior;

- D) Ministry of Petroleum;
- E) Ministry of Defense;
- F) Ministry of Agricultural Jihad (Fisheries Organization);
- G) Ministry of Foreign Affairs;
- H) Ministry of Energy;
- I) President's Deputy for Strategic Planning and Control
- J) Ministry of Industry, Mine and Trade (Islamic Republic of Iran Shipping Line);
- K) Ministry of Economic Affairs and Finance (Islamic Republic of Iran Customs); and
- L) Islamic Republic of Iran Red Crescent Society

Note I: The Working Group may invite representatives of other related bodies to attend the meetings as observers.

Note II: The Secretariat of the Working Group shall be located at the Ministry of Road and Urban Development (Ports and Maritime Organization).

Article III

As its agreed terms of reference, the Working Group shall:

- A) approve national and provincial contingency plans as per the accidents level, as well as the OPRC emergency plan;
- B) coordinate the efforts for responding to oil spills of tiers II and III in accordance with the National Contingency Plan; and
- C) monitor the performance of the related bodies in implementing the emergency and (national and provincial) contingency plans.

Article IV

In order to prepare provincial contingency plans and follow the implementation of the decision of the Working Group, a provincial working group shall be established in each of the coastal provinces, chaired by the Civil Deputy of the Governor of that province as the representative of the Ministry of Interior. The Secretariat of the provincial working group shall be located at the Ports and Maritime Directorate General of that province.

Article V

The related bodies in charge of implementing the National Contingency Plan shall fulfill the following duties:

- A) The Ports and Maritime Organization shall
 1. Monitor, detect and control oil pollution in the area covered by the National Contingency Plan;
 2. Equip the provincial centers with the equipment required for oil spill response operations;
 3. Supervise the process of equipping all maritime facilities operating in the area covered by the National Contingency Plan with the equipment required for pollution response operations, as required by Article 16 of the Convention;
 4. Hold the required drills and training programs;
 5. Prepare and update a list of equipment available at provincial centers;
 6. Function as national operational communication center, in charge of receiving and forwarding oil reports as required by Article 4 of the Convention; and
 7. Seek assistance from, and decide on providing assistance to other countries, in accordance with the relevant requirements.

- B) The National Civil Aviation Organization shall make the required coordination in order to forward the reports pilots and crews of aerial units observing pollution while flying over the waters covered by the National Contingency Plan.
- C) The National Meteorological Organization shall cooperate and immediately forward the required meteorological reports to the national authority during oil pollution response operations.

D) The Department of Environment shall:

1. Manage, supervise, environmentally monitor and take protective measures during and after oil pollution response operations;
2. Assess and determine the damage to the marine environment and reserves due to the oil pollution;
3. Determine the location of biologically sensitive and vulnerable areas in the waters and coasts covered by the National Contingency Plan, prepare the required charts for the above areas, describe the biological conditions of the sensitive areas, and establish a network for reception and distribution of the environmental information in the area under coverage;

Note: Charts and information of the sensitive and vulnerable areas shall at least include information on habitats, biological reserves and social-economic sensitive areas.

4. Prepare and announce the relevant environmental indices within the National Contingency Plan, as required;
5. Announce the lists and guidelines of materials permitted for oil pollution clean-up by relevant bodies;
6. Cooperate with the Ports and Maritime Organization in employing the required equipment from regional and international centers; and
7. Approve the dispersants permitted for use in the area covered by the National Contingency Plan.

Note I: The amounts and methods of dispersant use shall be defined by a guideline to be prepared and published by the Department of Environment, in cooperation with the Ports and Maritime Organization and other relevant bodies; and

Note II: The Department of Environment and the Ports and Maritime Organization shall jointly monitor the application of chemicals in the area covered by the National Contingency Plan.

E) The Ministry of Foreign Affairs shall provide counsel for and cooperate in international interactions related to the National Contingency Plan.

F) The Ministry of Defense shall equip the ports and berths managed by the armed forces to the required oil pollution response equipment.

G) The Ministry of Petroleum shall:

1. Equip oil loading and discharge terminals and berths, floating storage units, and fixed and floating drilling platforms in accordance with Article 6 of the Convention;
2. Enter into bilateral or multilateral cooperation in equipping ports and berths of mutual use with the equipment required for preparedness for, and immediate and effective to oil pollution incidents;
3. Determine and announce those areas covered by the National Contingency Plan that have the highest risk of oil pollution, as a result of the activities carried by that Ministry for exploration and exploitation or marine reserves, as well as oil transfer, loading or discharge; and
4. Cooperate in preparing the table of the technical characteristics of the different types of crude oil and product that are transported or produced in the areas covered by the National Contingency Plan.

H) The Ministry of Agricultural Jihad shall:

1. Determine the fish-farming sensitive areas, fishing areas and ports in the areas covered by the National Contingency Plan;
2. Equip the fishing ports and berths under coverage with the required equipment for oil pollution response in accordance with Article 6 of the Convention; and
3. Enter into bilateral or multilateral cooperation in ports and berths of mutual use.

- I) The Ministry of Energy shall determine and announce those coastal areas upon which facilities sensitive to oil pollution have been constructed by that Ministry or its subordinate entities.
- J) The Ministry of Economic Affairs and Finance (Islamic Republic of Iran Customs) shall cooperate on the temporary or permanent entry of the equipment required for oil pollution response in case of such incidents.

Article VI

All the related bodies in charge of implementing the National Contingency Plan shall:

- A) immediately report oil pollution incidents to the national authority;
- B) seek operational support from the national authority in case of oil pollution incidents;
- C) hold regular drills and training programs, including the personnel and equipment mentioned in contingency plans, and also participate in the training programs held by the national authority;
- D) report to the national authority the latest situation of oil pollution response measures, equipment, drills and training programs;
- E) cooperate to the full extent of its potentials with the national authority for satisfactory implementation of the provisions of this system, as well as the national and provincial contingency plans; and
- F) implement the emergency plan for oil pollution response within the legal responsibilities of bodies in charge and the decisions of the Working Group.

**DIRECTORY OF RESPONSE PERSONNEL
AND INVENTORY OF RESPONSE EQUIPMENT, PRODUCTS AND OTHER MEANS
WHICH EACH PARTY MIGHT OFFER AS ASSISTANCE
IN THE EVENT OF ACTIVATION OF THE PLAN**

The three Iranian ports active in the Caspian Sea are:

Bandar Anzali	Lat: 37' 29" N	Long: 049' 25" E
Noshahr Port	Lat: 36' 40" N	Long: 051' 25" E
Amirabad Port	Lat: 36' 50" N	Long: 053' 17" E

Table 3.1 Directory of response personnel and inventory of response equipment, products and other means which might be offered as assistance in case of activation of the Regional Plan for Co-operation.

COUNTRY: Islamic Republic of Iran	Location A (Bandar Anzali)				Location B (Noshahr Port)				Location C (Amirabad Port)				Comments
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
PERSONNEL AND SUPPORT													
EXPERTS	2				2				2	2			
STRIKE TEAMS	6				14				4	8			
TRAINED PERSONNEL													
PROJECT MANAGERS									1	1			
SUPERVISORS									1	1			
OPERATIONS									2	2			
COMMUNICATIONS EQUIPMENT													
FIXED VHF UNITS	4				5				2	-			
PORTABLE VHF UNITS	10				10				1	-			
SPECIALISED DIVING EQUIPMENT													
	-				-				-	-			
EQUIPMENT AND PRODUCTS													
AIRCRAFT													
SURVEILLANCE AIRCRAFT	1				1				1	-			
AERIAL SPRAYING AIRCRAFT	-				-				-	-			

COUNTRY: Islamic Republic of Iran	Location A (Bandar Anzali)				Location B (Noshahr Port)				Location C (Amirabad Port)				Comments
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
RESPONSE VESSELS													
ANTIPOLLUTION VESSELS	-				-				-	-			
SURVEY VESSELS	1				1				1	-			
MULTIPURPOSE VESSELS	4 (tug)				3 (tug)				-	-			
SKIMMING VESSELS	-				-				-	-			
CARGO/BUNKER TRANSFER UNITS													
TRANSFER PUMPS	1				-				2	5			
HOSES (m)	20 m				20 m				30 m	90 m			
FENDERS	-				-				20	-			
INERT GAS GENERATORS	-				-				-	-			
BOOMS													
HARBOUR BOOMS (m)	450 m				400 m				200 m	100 m			
INSHORE BOOMS (m)	-				-				-	-			
OFFSHORE BOOMS (m)	200 m				200 m				400 m	400 m			
RECOVERY DEVICES													
SKIMMERS	6				4				2	3			
PUMPS	1				5				2	15			
DISPERSANT APPLICATION SYSTEMS													
VESSEL-MOUNTED EQUIPMENT	1				1				-	-			
REMOVABLE EQUIPMENT	-				-				-	-			
BEACH CLEANING UNITS													

PRESSURE CLEANERS	1				1				2	1			
VACUUMS UNITS	-				-				-	-			
LAND RESPONSE VEHICLES													
TRUCK WITH EQUIPMENT (OIL)	1				1				1	-			
SOFTWARE SYSTEMS													
SOFTWARE USED FOR POLLUTION RESPONSE													
SATELLITE IMAGE SERVICES													

	Location A (Bandar Anzali)				Location B (Noshahr Port)				Location C (Admirabad Port)				Comments
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
COUNTRY: Islamic Republic of Iran													
STORAGE UNITS													
STORAGE BARGES	1				1				-	1			
PORTABLE CONTAINERS	-				-				2x30m	-			
COLLAPSIBLE TANKS	1				4				-	-			
POLLUTION TREATMENT PRODUCTS													
DISPERSANTS	16				18				18	108			
HC BASED CONCENTRATE	barrels				barrels				barrels	barrels			
SORBENTS	-				-				-	-			
DE-EMULSIFIERS	380 m				400 m				200 m	400m			
	-				-				-	-			

COMMUNICATIONS SYSTEM

Section 5 of the Regional Plan for Co-operation establishes the principle that each Party shall establish and maintain an efficient communications system, operational 24 hours a day. The following tables provide information on:

- telephone, fax and telex numbers and e-mail addresses of national operational authorities and of their respective national emergency response centres;
- relevant coastal radio stations;
- VHF channels agreed by the Parties for use in pollution response operations;
- MF frequencies that can be used for communication in case of spill response operations

TABLE 4.1: TELEPHONE, FAX AND TELEX NUMBERS AND E-MAIL ADDRESSES OF NATIONAL OPERATIONAL AUTHORITIES AND OF THEIR RESPECTIVE NATIONAL EMERGENCY RESPONSE CENTRES

		IRAN
Country codes (dialling-in codes)		+98
National Government Authority	Tel	021 84932171 021 84932175
	Fax	021 84932190
	Tlx	
	Email	npasandeh44@gmail.com, mmirnejad1393@yahoo.com
National Operational Authority	Tel	021 84932171 021 84932175
	Fax	021 84932190
	Tlx	
	Email	npasandeh44@gmail.com, mmirnejad1393@yahoo.com
Emergency Response Centre	Tel	01344 425540 01152 350984 01134 623511
	Fax	01344 441303 01152 333120 01134 623501
	Tlx	
	Email	anzaliradio@anzaliport.ir nowshahrradio@pmo.ir amirabaddradio@yahoo.com

TABLE 4.2: RELEVANT COASTAL RADIO STATIONS

Country	IRAN		
	Bandar Anzali	Noshahr Port	Amirabad Port
Coastal Radio Station	Bandar Anzali	Noshahr	Amirabad
Telephone	+98 1344 425540	+98 1152 350984	+98 1134 623511
Fax	+98 1344 441303	+98 1152 333120	+98 1134 623501
Telex			
INMARSAT			
...			
...			
MF radio channels	2187.5	2187.5	2187.5
MF radio channels	2182	2182	2182
MF radio channels			
MF radio channels			
MF radio channels			

TABLE 4.3: MF FREQUENCIES THAT CAN BE USED FOR COMMUNICATION IN CASE OF SPILL RESPONSE OPERATIONS

COASTAL RADIO STATION	FREQUENCY FOR USE IN POLLUTION RESPONSE (TxRx-carrier)	ORDINARY FREQUENCY (BACK-UP) MF (Tx-carrier)	ORDINARY FREQUENCY (BACK-UP) HF (Tx-carrier)
Azerbaijan radio station A			
Iran radio station B			
Kazakhstan radio station C			
Russian Federation radio station D			
Turkmenistan radio station E			

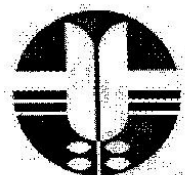
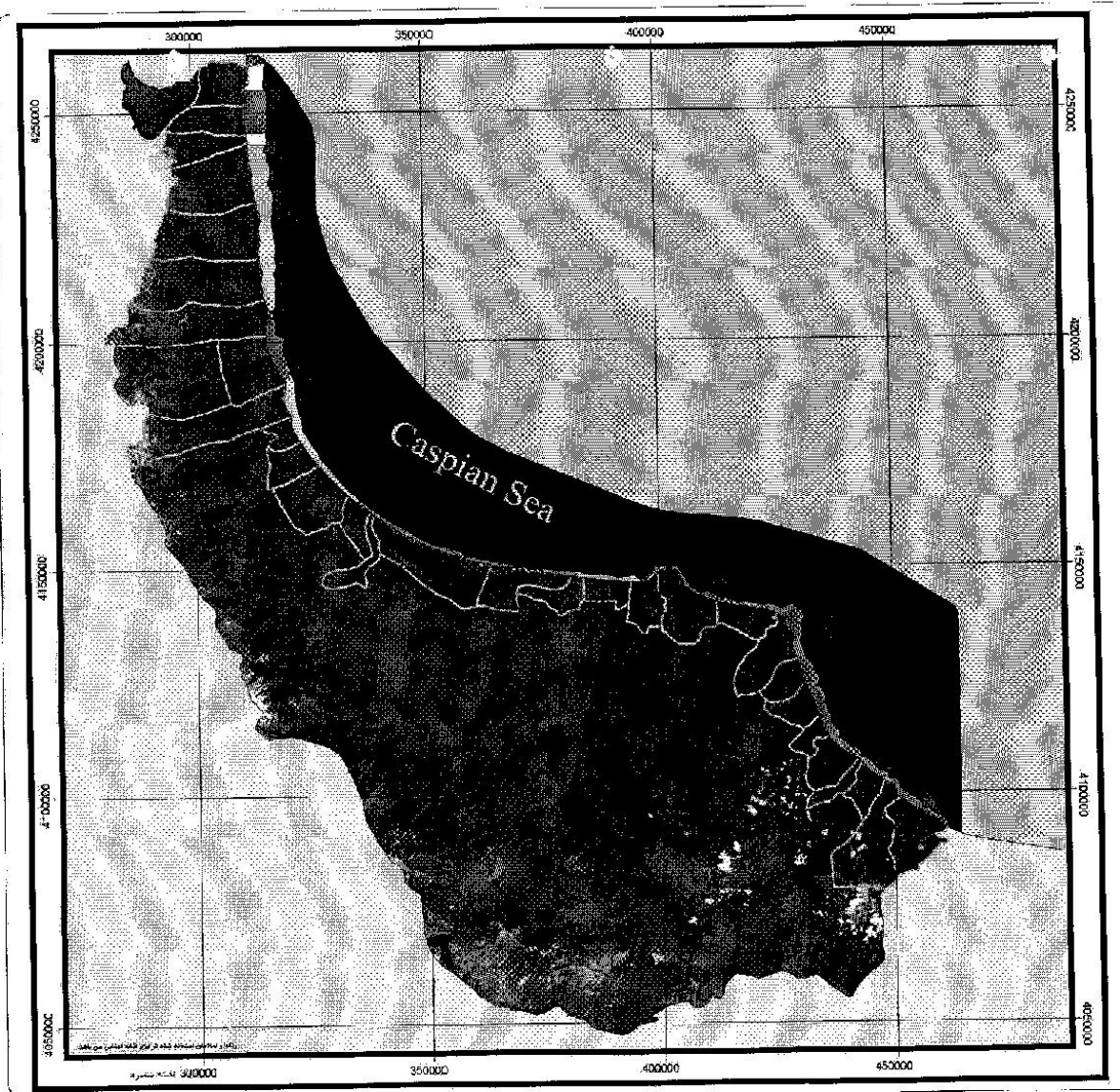
TABLE 4.4: VHF CHANNELS AGREED FOR USE IN POLLUTION RESPONSE OPERATIONS

CHANNEL	10	67	73	16	6	8
FREQUENCY (MHz)	156.500	156.375	156.675	156.800	156.300	156.400
USE	Pollution response	Pollution response	Pollution response	Distress/ safety	SAR	Intership

NATIONAL MAPS

showing possible sources of pollution, environmentally sensitive areas, priorities for protection, and areas where the use of dispersants is allowed, restricted or forbidden

(to be provided by each Party in accordance with Section 3.8 of the Plan)



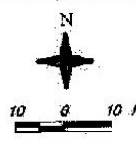
Department of Environment
I. R. IRAN

LEGEND

Sensitivity

- High
- Medium
- Low

Coastal Rural Dis...

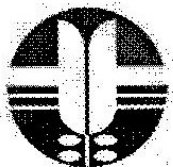


UTM 39
WK9.84

Landsat ETM 2002
PAN IRS 2004

Coastal Zonation
Gilan Province

Caspian Sea



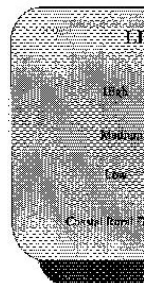
Department of Environment
I. R. IRAN

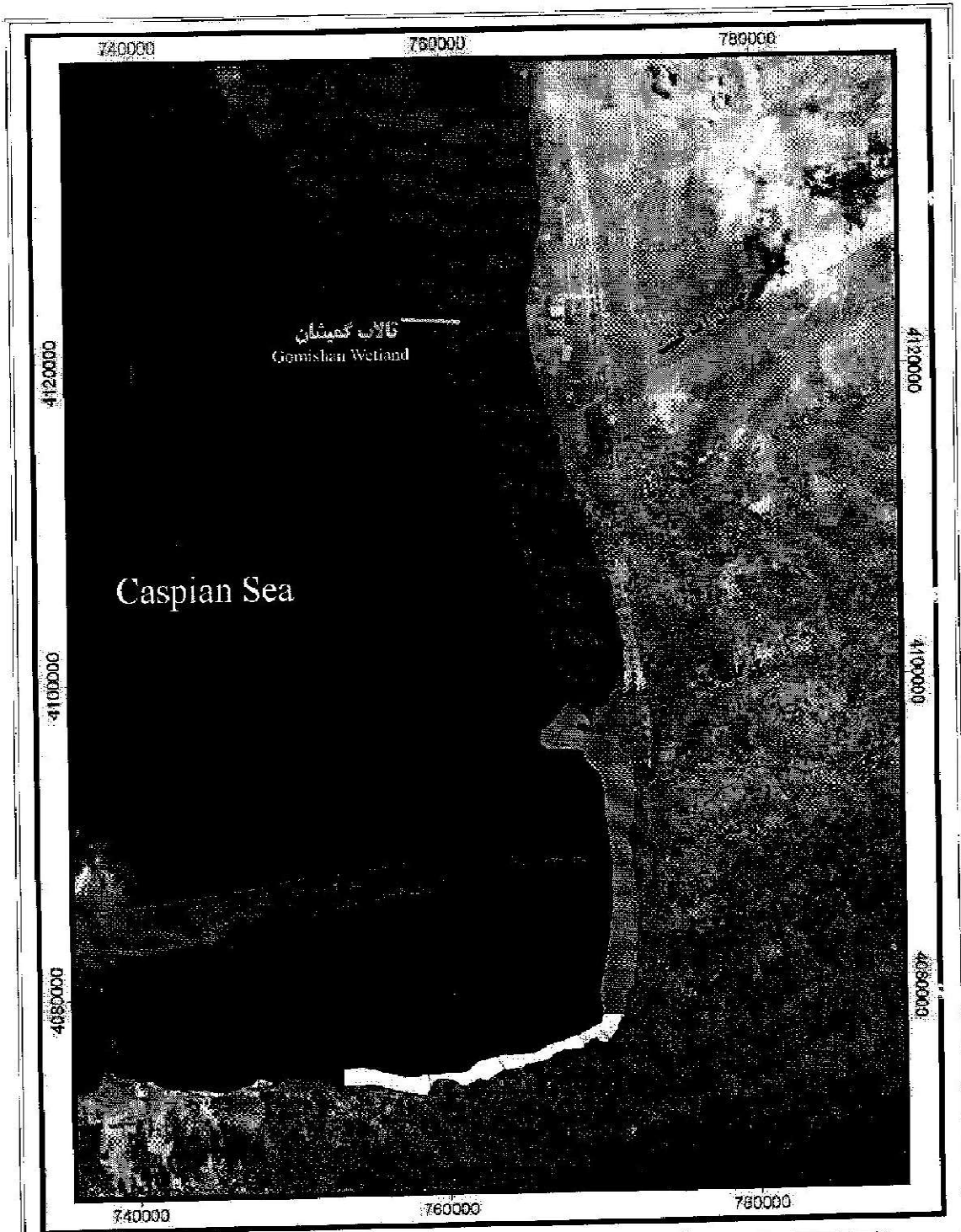
Coastal Zonation Mazandaran Province

UTM39
WGS84

Tamizak RTM 2002
PAN IRS 2004

10 0 10 20 Kilometers



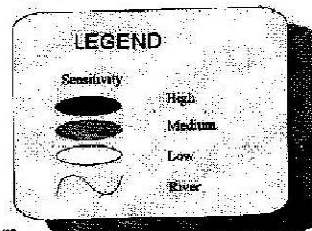


Department of Environment
I. R. IRAN

Coastal Zonation Golestan Province



0 4000 8000 12000 Meters



COUNTRY: Republic of Kazakhstan

Annex 1

**COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

RESPONSIBLE FOR PREPAREDNESS FOR OIL POLLUTION INCIDENTS

TITLE: Ministry of Energy of the RK
ADDRESS: 19A Kabanbai batyr avenue, 010000, Astana
TELEPHONE: (7172) 78-68-03, 740069
TELEX:
TELEFAX: (+994 12) 512-00-46
EMAIL and WEBSITE: www.energo.gov.kz
WORKING HOURS: 9.00-18.30
CONTACT PERSON: Magauov Aset Maratovich (Vice Minister of Energy of the Republic of Kazakhstan)
ALTERNATIVE CONTACT: Momyshev Talgat Amangeldievich (Chairman of the Committee for Environmental Regulation and Control)

RESPONSIBLE FOR RESPONDING TO OIL POLLUTION INCIDENTS

TITLE: Ministry of Internal Affairs of the Republic of Kazakhstan
ADDRESS: 1 Tauelsizdik Avenue, 010000, Astana
TELEPHONE: Help desk (7172) 72-20-50, 94-50-80
TELEX:
TELEFAX: (+994 12) 512-00-46
EMAIL and WEBSITE: www.mvd.gov.kz
WORKING HOURS: 9.00-18.30
CONTACT PERSON: Ilyin Yuri Viktorovich (Deputy Minister of Internal Affairs of the Republic of Kazakhstan)
ALTERNATIVE CONTACT: Bekker Vladimir Robertovich (Chairman of the Emergency Situations Committee of the Ministry of Internal Affairs of the Republic of Kazakhstan)

**COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST ASSISTANCE OR DECIDE TO RENDER ASSISTANCE
(Article 5(1)(c) of the Protocol)**

TITLE: Ministry of Internal Affairs of the Republic of Kazakhstan
ADDRESS: 1 Tauelsizdik Avenue, 010000, Astana
TELEPHONE: Help desk (7172) 72-20-50, 94-50-80
TELEX:
TELEFAX: (+994 12) 512-00-46
EMAIL and WEBSITE: www.mvd.gov.kz
WORKING HOURS: 9.00-18.30
CONTACT PERSON: Ilyin Yuri Viktorovich (Deputy Minister of Internal Affairs of the Republic of Kazakhstan)
ALTERNATIVE CONTACT: Bekker Vladimir Robertovich (Chairman of the Emergency Situations Committee of the Ministry of Internal Affairs of the Republic of Kazakhstan)

**NATIONAL OPERATIONAL AUTHORITY
(Section 2.2(b) of the Plan)**

TITLE: Committee for Emergency Situations of the Ministry of Internal Affairs of the Republic of Kazakhstan

ADDRESS: 010000, Republic of Kazakhstan, Astana city, Mangilik el street 8, entrance number 2
TELEPHONE: (7172) 94-80-13, 94-50-80

TELEX:

TELEFAX: (7172) 94-48-32

EMAIL and WEBSITE: www.emer.gov.kz

WORKING HOURS:

CONTACT PERSON: Bekker Vladimir Robertovich (Chairman of the Emergency Situations Committee of the Ministry of Internal Affairs of the Republic of Kazakhstan)

ALTERNATIVE CONTACT: Dzhumashev Zhasulan Kdyrguzhievich (Deputy Chairman of the Committee on Emergency Situations of the Ministry of Internal Affairs of the Republic of Kazakhstan)

**NATIONAL CONTACT POINT (OPERATIONAL 24 HRS A DAY) RESPONSIBLE FOR TRANSMITTING AND RECEIVING REPORTS ON POLLUTION INCIDENTS
(Section 2.2(c) of the Plan and Article 5(1)b) of the Protocol)**

TITLE: Committee for Emergency Situations of the Ministry of Internal Affairs of the Republic of Kazakhstan

ADDRESS: 010000, Republic of Kazakhstan, Astana city, Mangilik el street 8, entrance number 2

ADDRESS OF THE EMERGENCY MANAGEMENT CENTER OF THE Ministry of Internal Affairs of the Republic of Kazakhstan: 010000, Republic of Kazakhstan, Astana city, 22 Beibitshilik Street

TELEPHONE: +7 7172 32-32-76, +7 7172 32-32-86

TELEX:

TELEFAX: +7 7172 32-16-72

EMAIL and WEBSITE: centr@emer.kz, <http://emer.gov.kz>,

WORKING HOURS: 24/7

**EMERGENCY RESPONSE CENTRE
(Section 2.2(d) of the Plan)**

TITLE: Committee for Emergency Situations of the Ministry of Internal Affairs of the Republic of Kazakhstan

ADDRESS: 010000, Republic of Kazakhstan, Astana city, Mangilik el street 8, entrance number 2

ADDRESS OF THE EMERGENCY MANAGEMENT CENTER OF THE Ministry of Internal Affairs of the Republic of Kazakhstan: 010000, Republic of Kazakhstan, Astana city, 22 Beibitshilik Street

TELEPHONE: +7 7172 32-32-76, +7 7172 32-32-86

TELEX:

TELEFAX: +7 7172 32-16-72

EMAIL and WEBSITE: centr@emer.kz, <http://emer.gov.kz>,

WORKING HOURS: 24/7

**NATIONAL ON-SCENE-COMMANDER
(Section 2.2(e) of the Plan)**

TITLE: Ministry of Internal Affairs of the Republic of Kazakhstan

ADDRESS: 1 Tauelsizdik Avenue, 010000, Astana

TELEPHONE: Help Desk (7172) 72-20-50, 94-50-80

TELEX:

TELEFAX: (+994 12) 447-18-97

EMAIL and WEBSITE : www.mvd.gov.kz

WORKING HOURS: 9.00-18.30

**COMPETENT CUSTOMS AUTHORITY
(Section 2.2(f) of the Plan)**

TITLE: State Revenue Committee of the Ministry of Finance of the Republic of Kazakhstan

ADDRESS: 010000, Astana, Beibitshilik str., 10

TELEPHONE:

+7-800-080-7777, 7 (7172) 70 9827

TELEX:

TELEFAX: + 7 (7172) 70 14 87, 70 98 83, 70 99 31, 70 98 59,
70 99 32, 70 20 97

EMAIL and WEBSITE: www.kgd.gov.kz

WORKING HOURS: 9.00-18.30

CONTACT PERSON: Ardak Myrzabaevich Tengebayev
(Chairman of the State Revenue Committee of the Ministry of Finance of the Republic of Kazakhstan)

ALTERNATIVE CONTACT: Deputy Chairman of the State Revenue Committee of the Ministry of Finance of the Republic of Kazakhstan

**COMPETENT IMMIGRATION AUTHORITY
(Section 2.2(f) of the Plan)**

TITLE: Ministry of Foreign Affairs of the Republic of Kazakhstan

ADDRESS: 31 D. Kunaev str., 010000 Astana

TELEPHONE: 720164

TELEX:

TELEFAX:

EMAIL and WEBSITE: www.mfa.kz

WORKING HOURS: 9.00-18.30

CONTACT PERSON: Supervising Deputy Minister of Foreign Affairs of the Republic of Kazakhstan

ALTERNATIVE CONTACT: Consular Service

**EXTRACTS OF RELEVANT SECTIONS OF
THE NATIONAL CONTINGENCY PLANS**

(to be prepared by each country)

In accordance with Article 2.2(g) of the Regional Plan, each Party shall inform the other Parties of "at least those parts of their respective National Contingency Plan which might be relevant in cases of conducting joint response operations and, in particular, a description of the administrative organization and the responsibilities of each of the constituent authorities in preparing for and combating oil pollution incidents."

Coordination and management of actions to respond to a third-level oil spill within the framework of the National Plan are entrusted to the Interdepartmental State Commission for the Prevention and Elimination of Emergency Situations (hereinafter – the Interdepartmental Commission).

An official of the authorized body in the field of civil protection is appointed as the head of emergency response on a global or regional scale by the order of the Prime Minister of the Republic of Kazakhstan.

The head of the emergency response in case of an emergency oil spill of global or regional scale makes a proposal to the chairman of the Interdepartmental Commission to convene the members of the Interdepartmental Commission.

The head of emergency response in case of an emergency oil spill performs the following duties:

- 1) organizes reconnaissance and assessment of the situation in the emergency zone, rescue of people, using available forces and means;
- 2) determines the areas for concentration of the main efforts to conduct emergency rescue operations, the required number of forces and means, methods and techniques of conducting rescue operations;
- 3) decides on the conduct of emergency and urgent work at the facilities and territories of organizations located in the emergency zone;
- 4) carries out the assignment of tasks to the emergency rescue services and units, organizes their interaction, ensures their safety and the fulfillment of the assigned tasks;
- 5) monitors changes in the situation in the emergency zone;
- 6) summons, as necessary, additional forces and means, organizes their meeting, determines the place (area) of their emergency rescue operations;
- 7) organizes the creation of a reserve of forces and means, determines the order of shift work;
- 8) informs the Government of the Republic of Kazakhstan, the central authorized bodies in the field of civil protection and merchant shipping, in the field of oil and gas, environmental protection and industrial safety about the current situation and the decisions taken by it on the organization and conduct of emergency and urgent works in the emergency zone of global or regional scale;
- 9) determines the order of departure of forces and means from the place of emergency.

In case of extreme necessity (immediate threat to human life and health), the head of emergency response in case of an emergency oil spill:

- 1) restricts the access of people and vehicles to the emergency zone;
- 2) suspends the activities of organizations located in the emergency zone;
- 3) involves the forces and means of emergency rescue services and civil protection units and rescuers who are not part of these formations in carrying out emergency rescue operations;
- 4) involves on a voluntary basis the population to carry out urgent works, as well as individual citizens who are not rescuers, with their consent, to carry out emergency rescue operations;
- 5) organizes evacuation measures in the emergency zone;
- 6) attracts logistical, food, medical and other resources of organizations with subsequent reimbursement of expenses in accordance with the legislation of the Republic of Kazakhstan;
- 7) take other necessary measures due to the development of emergency situations and the course of emergency rescue and urgent works.

The chief of the operational headquarters regularly informs the head of emergency response in case of an oil spill and the Interdepartmental Commission about the response measures taken, while notifying about any cases of increased risk to human health and the environment.

Authorized body in the field of civil protection:

- 1) supervises the civil protection forces in the organization and implementation of civil protection activities;
- 2) allocates and uses the material resources of the operational reserve of the authorized body;
- 3) provides information and notification of the population, civil protection management bodies in advance if there is a forecast of the threat of an emergency and (or) promptly in the event of an emergency;
- 4) carries out emergency rescue and urgent works;

- 5) in case of elimination of emergency situations, mobilizes material and technical resources of organizations in accordance with the legislation of the Republic of Kazakhstan;
- 6) makes proposals to the Government of the Republic of Kazakhstan on the use of material, technical, food, medical and other resources available as part of the state and mobilization reserves, on the use of funds from the reserve of the Government of the Republic of Kazakhstan for the prevention, elimination of emergency situations and their consequences.

Authorized body implementing the state policy in the field of transport, coordination and regulation of the activities of the transport complex of the Republic of Kazakhstan:

- 1) coordinates all actions related to the provision of transport necessary for the elimination of the oil spill and its consequences;
- 2) in accordance with the procedure established by the legislation in the field of civil protection, attracts vehicles, including sea vessels, which are privately owned;
- 3) provides transportation of personnel and equipment, materials and technical resources necessary to eliminate the oil spill and its consequences, carrying out evacuation measures;
- 4) ensures the readiness to receive international forces and means arriving by sea and air, involved in the response and elimination of the oil spill.

The authorized body in the field of customs affairs ensures the customs declaration of goods necessary for the elimination of the consequences of natural disasters, and technogenic emergencies, delivered to the oil spill zone, as a matter of priority, without payment of customs duties, taxes, as well as without the application of non-tariff regulation measures, in accordance with the customs legislation of the Eurasian Economic Union and (or) the Republic of Kazakhstan.

Authorized body in the field of environmental protection:

- 1) performs an operational forecast for hydrometeorological conditions at the site of an oil spill;
- 2) carries out state monitoring (including operational space monitoring) of environmental objects from the moment of the occurrence of an emergency oil spill, until the complete elimination of its consequences (through financing and attracting the material base of persons);
- 3) monitors the ecological condition of territories in the areas of oil and gas production, processing, transportation, identification of territories contaminated with oil, monitoring of oil spills, using, *inter alia*, modern operational data of space survey;
- 4) conducts sampling of environmental objects for analysis in order to determine the nature, source and distribution area of the oil spill and (or) pollution in the coastal zone.

The authorized body in the field of foreign policy activity, in accordance with the procedure established by law, issues appropriate visas to foreign personnel arriving in the Republic of Kazakhstan in order to assist in the elimination of an oil spill and its consequences.

The authorized body in the field of national security (by agreement), at the request of the authorized body in the field of civil protection, provides a procedure for expedited admission to the territory of the Republic of Kazakhstan of foreign forces and means arriving to participate in the elimination of an oil spill and its consequences.

The authorized state body in the field of veterinary medicine carries out the necessary veterinary measures in the oil spill zone and coastal zones.

Authorized state body in the field of oil and gas:

- 1) analyzes and assesses the risks of harm to human life and health and the environment in the field of oil operations and oil transportation;
- 2) determines the standards and requirements for materials and substances necessary for carrying out work on cleaning the sea.

Authorized body in the field of industrial safety: engages the subordinate paramilitary, anti-gusher services and formations under their jurisdiction for carrying out rescue, emergency recovery and urgent works in emergency zones.

NATIONAL LEVEL OF MANAGEMENT

Head at the national level – an official of the Ministry of Internal Affairs of RK (MIARK), appointed by the Prime-Minister of RK

Press-service of MIARK Interdepartmental State Commission for the Prevention and Elimination of Emergency Situations; central executive bodies (CEBs)

International support: bilateral agreements on mutual assistance; Aktau Protocol to Tehran Convention

Operational HQ

Deputy Head / Head of OHQ – an official appointed by the head (Committee for Emergencies of MIARK)

Local executive bodies

Territorial subdivisions of CE MIARK

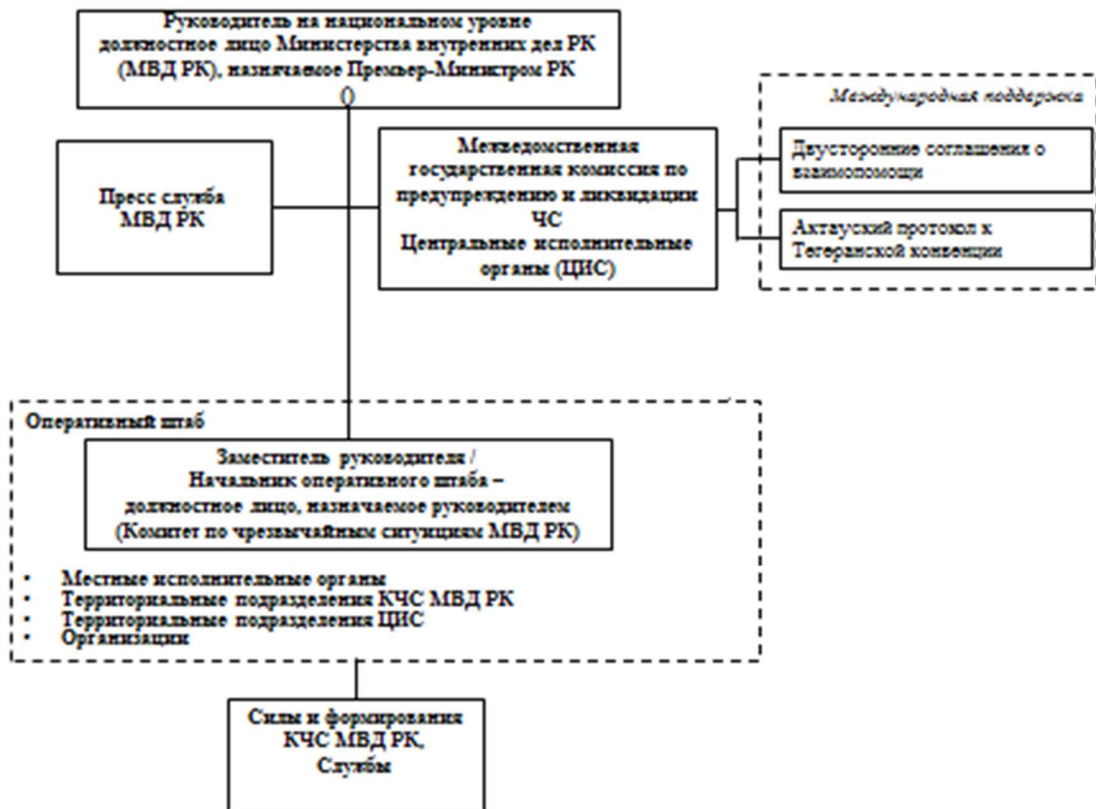
Territorial subdivisions of CEBs

Organizations

Forces and units of CE MIARK

Services

НАЦИОНАЛЬНЫЙ УРОВЕНЬ УПРАВЛЕНИЯ



**DIRECTORY OF RESPONSE PERSONNEL
AND INVENTORY OF RESPONSE EQUIPMENT, PRODUCTS AND OTHER MEANS
WHICH EACH PARTY MIGHT OFFER AS ASSISTANCE
IN THE EVENT OF ACTIVATION OF THE PLAN**

Table 3.1 Directory of response personnel and inventory of response equipment, products and other means which might be offered as assistance in case of activation of the Regional Plan for Co-operation.

COUNTRY: Kazakhstan	Location A				Location B				Location C				Location D				Comments
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
PERSONNEL AND SUPPORT																	
EXPERTS																	
STRIKE TEAMS																	
TRAINED PERSONNEL																	
PROJECT MANAGERS																	
SUPERVISORS																	
OPERATIONS																	
COMMUNICATIONS EQUIPMENT																	
FIXED VHF UNITS																	
PORTABLE VHF UNITS																	
SPECIALISED DIVING EQUIPMENT																	
EQUIPMENT AND PRODUCTS																	
AIRCRAFT																	
SURVEILLANCE AIRCRAFT																	
AERIAL SPRAYING AIRCRAFT																	

COUNTRY: Kazakhstan	Location A				Location B			Location C				Location D			Comments	
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY		SHIPPING INDUSTRY
RESPONSE VESSELS																
ANTIPOLLUTION VESSELS SURVEY VESSELS MULTIPURPOSE VESSELS SKIMMING VESSELS TUGBOAT SUPPLY VESSELS FIREFIGHTING VESSELS																
CARGO/BUNKER TRANSFER UNITS																
TRANSFER PUMPS HOSES (m) FENDERS INERT GAS GENERATORS																
BOOMS																
HARBOUR BOOMS (m) INSHORE BOOMS (m) OFFSHORE BOOMS (m)																
RECOVERY DEVICES																
SKIMMERS PUMPS																
DISPERSANT APPLICATION SYSTEMS																
VESSEL-MOUNTED EQUIPMENT REMOVABLE EQUIPMENT																
BEACH CLEANING UNITS																
PRESSURE CLEANERS VACUUMS UNITS																

LAND RESPONSE VEHICLES																		
TRUCK WITH EQUIPMENT (OIL)																		
SOFTWARE SYSTEMS																		
SOFTWARE USED FOR POLLUTION RESPONSE																		
SATELLITE IMAGE SERVICES																		

COUNTRY: Kazakhstan	Location A				Location B				Location C				Location D				Comments	
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY OTHER CONTRACTORS			
STORAGE UNITS																		
STORAGE BARGES PORTABLE CONTAINERS COLLAPSIBLE TANKS																		
POLLUTION TREATMENT PRODUCTS																		
DISPERSANTS HC BASED CONCENTRATE SORBENTS DE-EMULSIFIERS																		

COMMUNICATIONS SYSTEM

Section 5 of the Regional Plan for Co-operation establishes the principle that each Party shall establish and maintain an efficient communications system, operational 24 hours a day. The following tables provide information on:

- telephone, fax and telex numbers and e-mail addresses of national operational authorities and of their respective national emergency response centres;
- relevant coastal radio stations;
- VHF channels agreed by the Parties for use in pollution response operations;
- MF frequencies that can be used for communication in case of spill response operations

TABLE 4.1: TELEPHONE, FAX AND TELEX NUMBERS AND E-MAIL ADDRESSES OF NATIONAL OPERATIONAL AUTHORITIES AND OF THEIR RESPECTIVE NATIONAL EMERGENCY RESPONSE CENTRES

		AZERBAIJAN	IRAN	KAZAKHSTAN	RUSSIAN FEDERATION	TURKMENISTAN
Country codes (dialling-in codes)				7172		
National Government Authority	Tel			786803 72-20-50		
	Fax			8 (7172)72-20-50		
	Tlx					
	Email			www.energo.gov.kz www.mvd.gov.kz		
National Operational Authority	Tel			948013		
	Fax			944832		
	Tlx					
	Email			www.emer.gov.kz		
Emergency Response Centre	Tel					
	Fax					
	Tlx					
	Email					

TABLE 4.2: RELEVANT COASTAL RADIO STATIONS

Country	AZERBAIJAN	IRAN	KAZAKHSTAN	RUSSIAN FEDERATION	TURKMENISTAN
Coastal Radio Station			Port Aktau (PA) Port Bautino (PB)		
Telephone			(PA) + (7292) 544549, 445100 (PB) +7 (72938) 24 888		
Fax					
Telex					
INMARSAT			(PA) 10-12 Ghz		
...					
...					
MF radio channels			(PA), (PB) VHF 156-174 MHz		
MF radio channels					
MF radio channels					
MF radio channels					
MF radio channels					

TABLE 4.3: MF FREQUENCIES THAT CAN BE USED FOR COMMUNICATION IN CASE OF SPILL RESPONSE OPERATIONS

COASTAL RADIO STATION	FREQUENCY FOR USE IN POLLUTION RESPONSE (TxRx-carrier)	ORDINARY FREQUENCY (BACK-UP) MF (Tx-carrier)	ORDINARY FREQUENCY (BACK-UP) HF (Tx-carrier)
Azerbaijan radio station A			
Iran radio station B			
Kazakhstan radio station C			
Russian Federation radio station D			

Turkmenistan radio station E			
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TABLE 4.4: VHF CHANNELS AGREED FOR USE IN POLLUTION RESPONSE OPERATIONS

CHANNEL	10	67	73	16	6	8
FREQUENCY (MHz)	156.500	156.375	156.675	156.800	156.300	156.400
USE	Pollution response	Pollution response	Pollution response	Distress/ safety	SAR	Intership

NATIONAL MAPS

showing possible sources of pollution, environmentally sensitive areas, priorities for protection, and areas where the use of dispersants is allowed, restricted or forbidden

(to be provided by each Party in accordance with Section 3.8 of the Plan)

(to be resubmitted)

COUNTRY: Russian Federation

Annex 1

COMPETENT NATIONAL GOVERNMENTAL AUTHORITY

TITLE: Ministry of Transport of the Russian Federation
ADDRESS: 1-1 Rozhdestvenka str., Moscow 109992
TELEPHONE: +7 (499) 495-00-00
TELEX: AT/TX 207512 CSSC RU
TELEFAX: +7 (499) 495-00-00
EMAIL and WEBSITE: info@mintrans.ru; www.mintrans.ru
WORKING HOURS: 9:00 through 18:00
CONTACT PERSON: Mr. V. Kluev, Deputy Director, Department of State Policy in the field of Maritime and River Transport
ALTERNATIVE CONTACT: Mr. A. Kozlov, Deputy Director of the Department of State Policy in the Field of Sea and River Transport

COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST ASSISTANCE OR DECIDE TO RENDER ASSISTANCE

TITLE: Ministry of Transport of the Russian Federation
ADDRESS: 1-1 Rozhdestvenka str., Moscow 109992
TELEPHONE: +7 (499) 495-00-00
TELEX: AT/TX 207512 CSSC RU
TELEFAX: +7 (499) 495-00-00
EMAIL and WEBSITE: info@mintrans.ru; www.mintrans.ru
WORKING HOURS: 9:00 through 18:00
CONTACT PERSON: Mr. A. Poshivay, Deputy Minister of Transport
ALTERNATIVE CONTACT: Mr. V. Kluev, Deputy Director, Department of State Policy in the field of Maritime and River Transport

NATIONAL OPERATIONAL AUTHORITY

TITLE: Federal Agency for Maritime and River Transport (Rosmorrechflot)
ADDRESS: 3/6 Petrovka street, Moscow 125993
TELEPHONE: +7 495 626 10 57
TELEX:
TELEFAX: +7 (495) 626 15 62
EMAIL and WEBSITE: ud@morflot.ru; www.morflot.gov.ru
WORKING HOURS: 9:00 – 18:00
CONTACT PERSON: Mr. D. Ushakov, Deputy Head of Rosmorrechflot
ALTERNATIVE CONTACT: Mr. D. Dovbnya, Acting Head of the Shipping Safety Department

**NATIONAL CONTACT POINT (OPERATIONAL 24 HRS A DAY) RESPONSIBLE FOR TRANSMITTING AND RECEIVING REPORTS ON POLLUTION INCIDENTS
(Section 2.2(c) of the Plan and Article 4(1)b) of the Protocol)**

TITLE: Main Marine Rescue Coordination Center, FSBI "Morspasluzhba"
ADDRESS: 3/6 Petrovka street, Moscow 125993
TELEPHONE: +7 (495) 626-10-52
TELEX: 4211369 RU
TELEFAX: +7 495 623 74 76
EMAIL and WEBSITE: odsmrcc@morflot.ru; <http://smrcc.ru>
WORKING HOURS: 24 hours

EMERGENCY RESPONSE CENTRE

TITLE: Caspian Branch of the FSBI "Morspassluzhba"
ADDRESS: 42 Kapitanovskaya str., Astrakhan 414016
TELEPHONE: +7 (8512) 58-47-57
TELEX:
TELEFAX: +7 (8512) 58-47-57
EMAIL and WEBSITE: info.kas@morspas.com; od.kas@morspas.com; <http://morspas.com/kas>
WORKING HOURS: 08:00 – 17:00

NATIONAL ON-SCENE-COMMANDER

TITLE/NAME: FSBI "Morspassluzhba"
ADDRESS: 3/6 Petrovka street, Moscow 125993; 4062 4-1 Projected proezd, Moscow 115432
TELEPHONE: +7 (495) 626-18-08
TELEX:
TELEFAX:
EMAIL and WEBSITE : info@morspas.com; <http://morsp>
WORKING HOURS: 09:00 – 18:00

COMPETENT CUSTOMS AUTHORITY

TITLE: Astrakhan Customs
ADDRESS: 42 Admiral Nakhimov Street, Astrakhan 414018, Astrakhan oblast
TELEPHONE: +7 8512 32 15 03
TELEX: 254187 BETO
TELEFAX: +7 8512 32 15 29
EMAIL and WEBSITE: <http://www.customsbrokers.su/r/astrahanskaya-tamozhnya.htm>
WORKING HOURS: 09:00 – 18:00
CONTACT PERSON: Mr. I. Saidov, Chief

COMPETENT IMMIGRATION AUTHORITY

TITLE: Department for Migration of the Ministry of Internal Affairs of the Russian Federation for Astrakhan oblast
ADDRESS: 25 Kalinin str., Astrakhan 414000, Astrakhan oblast
TELEPHONE: +7 8512 51 57 29
TELEX:
TELEFAX:
EMAIL and WEBSITE: ufms_astr@mail.ru; <http://www.ufmsastrakhan.ru>
WORKING HOURS: 09:00 – 18:00
CONTACT PERSON: Mr. A. Veselovskiy, Chief
ALTERNATIVE CONTACT: Mr. S. Boyarko, Deputy Chief

**EXTRACTS OF RELEVANT SECTIONS OF
THE NATIONAL CONTINGENCY PLANS**

Administrative organization

(on the basis of the Regional Plan of Functional Sub-System of the Unified State System for Preventing and Eliminating Emergencies of the Ministry of Transport of the Russian Federation (Rosmorrechflot) for organization of works for prevention and elimination of oil and oil-products spills at sea from vessels and objects regardless their departmental and national affiliation in the Caspian Sea)

Pursuant to the requirements of the national legislation the Functional Sub-System of the Unified State System for Preventing and Eliminating Emergencies of the Ministry of Transport of the Russian Federation (Rosmorrechflot) for organization of works for prevention and elimination of oil and oil-products spills at sea from vessels and objects regardless their departmental and national affiliation at the regional level within the scope of the Regional Plan for Prevention and Elimination of oil and oil-products spills in the Russian zone of responsibility of the Caspian Sea (PEOS) incorporates the following administration bodies:

- Coordination body – Commission on emergencies and provision of fire safety (CE and PFS) of the Federal Agency of Maritime and River Transport (Rosmorrechflot);
- Permanent administrative body – Caspian Branch of the FBE “Marine Rescue Service of Rosmorrechflot”;
- Daily management body – Marine Rescue Coordination Centre Astrakhan and dispatcher service of the Caspian Branch of the FBE “Marine Rescue Service of Rosmorrechflot”.

Dislocation of the administrative bodies of the functional sub-system is implemented according to the instruction of Rosmorrechflot depending on the situation at fixed or mobile control points equipped with means of technical controls, communication, alerting and life support systems, maintained in a state of permanent readiness for use.

In absence of the threat of an emergency, caused by an oil spill (ES (O)), in the sea the controls and forces of the functional subsystem of the Ministry of Transport of Russia are operating in the daily activities mode.

The organization of elimination of oil and oil products spills at sea under the regional level response, as well as coordination of involved forces and means, is performed by the Regional headquarters of administration for performing OSR operations at sea (Regional HAO), which within the functional subsystem of the Ministry of Transport of Russia is the operational body of CE and PFS of Rosmorrechflot.

Regional HAO is led by the Head of the FBE “Marine Rescue Service of Rosmorrechflot” (Director of the Caspian Branch of the FBE “Marine Rescue Service of Rosmorrechflot” at the initial stage of operation).

The Regional HAO functions include:

1. The management of OSR operations in the area of the OSR Plan.
2. The organization of provision of logistical, financial and human resources necessary for the operation.
3. Organization of navigation safety, and safety measures under the OSR works.
4. Organization of interaction among rescue services and organizations of various forms of ownership and affiliation, territorial executive authorities under the OSR operations in the sea.

5. Development of proposals and analytical materials for the CE and PFS of Rosmorrechflot.
6. Development of proposals on improvement of the OSR system in the marine basin, OSR Plan correction and updating.
7. Development and dissemination of the report on the conducted OSR operation according to the established order.
8. Control of the state and preparation of control bodies, emergency rescue units and services (ERU), personnel and technical equipment for oil spill response in the preparations for and holding of exercises and training on elimination of oil spills in the marine basin.

In case of ES(O) the major tasks of the Regional HAO are:

- organization of priority actions to cease the outflow of oil and localization of the oil spill;
- notification of controlling and interacting organizations on ES(O);
- control of OSR forces and means in the course of OSR operation;
- ongoing analysis of the evolving situation, calculations and forecasting of the oil slick movement;
- assessment of necessity in attracting additional OSR forces and resources;
- interaction with forces and resources of other organizations involved in OSR;
- ongoing communication with all OSR participants and interacting organizations;
- involvement, if necessary, of experts (consultants) on issues related to the OSR operation;
- organization of provision of forces and resources participated in OSR with food, water, fuel and lubricants and other materials;
- making decisions, if necessary, requesting assistance from a higher authority for the elimination of ES(O);
- making decisions on initiation, suspension, resumption and termination of OSR operations due to weather conditions, small amount of residual oil, or on the basis of other justified reasons;
- interaction with mass media;
- accounting of OSR costs;
- compilation of reporting documents.

Regional HAO shall be convened in case of the regional level of response to oil and oil-products spills in the marine water area or based on the request of assistance from administrations of marine ports (AMP) and organizations performing operations with oil in the sea, according to the procedure established by their OSR plans, if they, for whatever reason, are unable to eliminate spill with their own forces and means.

When the Regional HAO is deployed, the OSR Plan shall be put into operation, and control of available AMP (organization) forces and means, in the operative zone of which the spill took place, shall be transferred under its supervision.

The decision to convene the Regional HAO in case of an oil spill in the high seas outside the operational zones of AMPs (organizations) and in case of an unidentified culprit of the spill shall be taken by the CE and PFS of Rosmorrechflot at the proposal of the Director of the Caspian branch of FSUE "Baltic Basin Rescue Department" (Baltic BRD), in case the Caspian branch of FSUE "Baltic BRD" could not eliminate the spill with its own resources and means.

The Regional HAO could apply to any economic and departmental entities and divisions on issues related to mobilization of necessary means and resources for elimination of spill in the sea and, if necessary, address these issues through the administration of the subject of the Russian Federation and bodies of EMERCOM of Russia.

Since receiving the initial notification on the oil spill and prior to convening the Regional HAO, management of the situation and coordination of initial response to oil spill shall be performed by MRCC Astrakhan and dispatcher service of the Caspian branch of FBE "Marine Rescue Service of Rosmorrechflot".

The composition and structure of HAO shall be established and approved by Rosmorrechflot.

In each particular situation to approximate the location of the Regional HAO to the scene of the accident the decision of the Head of Regional HAO this Regional HAO could be deployed, and its work could be

organized within other premises (for instance, in the building of the FSUE “Administration of Marine Ports of the Caspian Sea”, in the area of responsibility of which the spill took place, or any other location that provides for the working conditions of the headquarters).

**DIRECTORY OF RESPONSE PERSONNEL
AND INVENTORY OF RESPONSE EQUIPMENT, PRODUCTS AND OTHER MEANS
WHICH EACH PARTY MIGHT OFFER AS ASSISTANCE
IN THE EVENT OF ACTIVATION OF THE PLAN**

Table 3.1 Directory of response personnel and inventory of response equipment, products and other means which might be offered as assistance in case of activation of the Regional Plan for Co-operation.

COUNTRY: Russian Federation	Location A				Location B				Location C				Location D				Comments
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
PERSONNEL AND SUPPORT																	
EXPERTS																	
	2																
STRIKE TEAMS																	
	3																
TRAINED PERSONNEL																	
PROJECT MANAGERS	+																
SUPERVISORS	+																
OPERATIONS	+																
COMMUNICATIONS EQUIPMENT																	
FIXED VHF UNITS	+																
PORTABLE VHF UNITS	+																
SPECIALIZED DIVING EQUIPMENT																	
EQUIPMENT AND PRODUCTS																	
AIRCRAFT																	
SURVEILLANCE AIRCRAFT																	
AERIAL SPRAYING AIRCRAFT																	

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COUNTRY: Russian Federation	Location A				Location B				Location C				Location D				Comments
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
RESPONSE VESSELS																	
ANTIPOLLUTION VESSELS	6																
SURVEY VESSELS	4																
MULTIPURPOSE VESSELS	1																
SKIMMING VESSELS	4																
CARGO/BUNKER TRANSFER UNITS																	
TRANSFER PUMPS																	
HOSES (m)																	
FENDERS																	
INERT GAS GENERATORS																	
BOOMS																	
HARBOUR BOOMS (m)	1,800																
INSHORE BOOMS (m)	2,000																
OFFSHORE BOOMS (m)	450																
RECOVERY DEVICES																	
SKIMMERS	8																
PUMPS	2																
DISPERSANT APPLICATION SYSTEMS																	
VESSEL-MOUNTED EQUIPMENT																	
REMOVABLE EQUIPMENT																	
BEACH CLEANING UNITS																	

PRESSURE CLEANERS VACUUMS UNITS																	
LAND RESPONSE VEHICLES																	
TRUCK WITH EQUIPMENT (OIL)																	
SOFTWARE SYSTEMS																	
SOFTWARE USED FOR POLLUTION RESPONSE																	

COUNTRY: Russian Federation	Location A				Location B				Location C				Location D				Comments
	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
STORAGE UNITS																	
STORAGE BARGES PORTABLE CONTAINERS COLLAPSIBLE TANKS	12																
POLLUTION TREATMENT PRODUCTS																	
DISPERSANTS HC BASED CONCENTRATE SORBENTS DE-EMULSIFIERS	1.7 t																

COMMUNICATIONS SYSTEM

Section 5 of the Regional Plan for Co-operation establishes the principle that each Party shall establish and maintain an efficient communications system, operational 24 hours a day. The following tables provide information on:

- telephone, fax and telex numbers and e-mail addresses of national operational authorities and of their respective national emergency response centres;
- relevant coastal radio stations;
- VHF channels agreed by the Parties for use in pollution response operations;
- MF frequencies that can be used for communication in case of spill response operations

TABLE 4.1: TELEPHONE, FAX AND TELEX NUMBERS AND E-MAIL ADDRESSES OF NATIONAL OPERATIONAL AUTHORITIES AND OF THEIR RESPECTIVE NATIONAL EMERGENCY RESPONSE CENTRES

		AZERBAIJAN	IRAN	KAZAKHSTAN	RUSSIAN FEDERATION	TURKMENISTAN
Country codes (dialling-in codes)					+ 7	
National Government Authority	Tel				(495) 626 10 00	
	Fax				(495) 626 90 38	
	Tlx				AT/TX 207512 CSSC RU	
	Email				info@mintrans.ru	
National Operational Authority	Tel				(495) 626 1052/ 13 44	
	Fax				(495) 626 15 62	
	Tlx					
	Email				ud@morflot.ru	
Emergency Response Centre	Tel				(8512) 58 47 57	
	Fax				(8512) 58 47 57	
	Tlx					
	Email				skuasptr@mail.ru	

TABLE 4.2: RELEVANT COASTAL RADIO STATIONS

Country	AZERBAIJAN	IRAN	KAZAKHSTAN	RUSSIAN FEDERATION	TURKMENISTAN
Coastal Radio Station				MRCC Astrakhan (MCKЦ Астрахань)	
Telephone				+7 8512 58 48 08	
Fax				+7 8512 58 59 81	
Telex				254173 POMOR.RU	
INMARSAT				Inmarsat-C: 427 310 985	
...					
...					
MF radio channels				A2GMDSS, Coastal Station of the port Astrakhan, MMSI 002734419	
MF radio channels				A2GMDSS, Coastal Station of the port Makhachkala, MMSI 002734423	
MF radio channels					

TABLE 4.3: MF FREQUENCIES THAT CAN BE USED FOR COMMUNICATION IN CASE OF SPILL RESPONSE OPERATIONS

COASTAL RADIO STATION	FREQUENCY FOR USE IN POLLUTION RESPONSE (TxRx-carrier)	ORDINARY FREQUENCY (BACK-UP) MF (Tx-carrier)	ORDINARY FREQUENCY (BACK-UP) HF (Tx-carrier)
Azerbaijan radio station A			
Iran radio station B			
Kazakhstan radio station C			
Russian Federation radio station D			
Turkmenistan radio station E			

TABLE 4.4: VHF CHANNELS AGREED FOR USE IN POLLUTION RESPONSE OPERATIONS

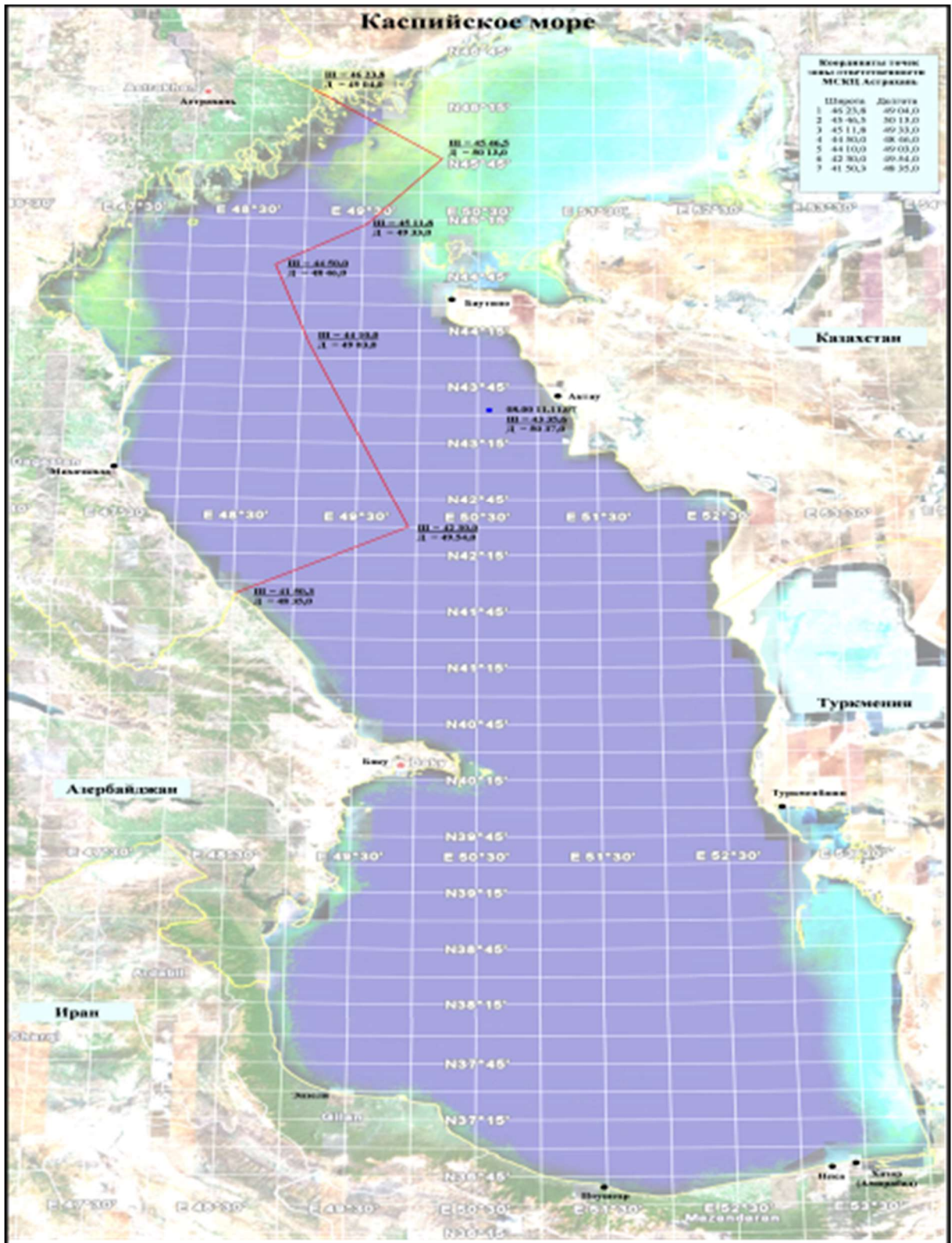
CHANNEL	10	67	73	16	6	8
FREQUENCY (MHz)	156.500	156.375	156.675	156.800	156.300	156.400
USE	Pollution response	Pollution response	Pollution response	Distress/ safety	SAR	Intership

NATIONAL MAPS

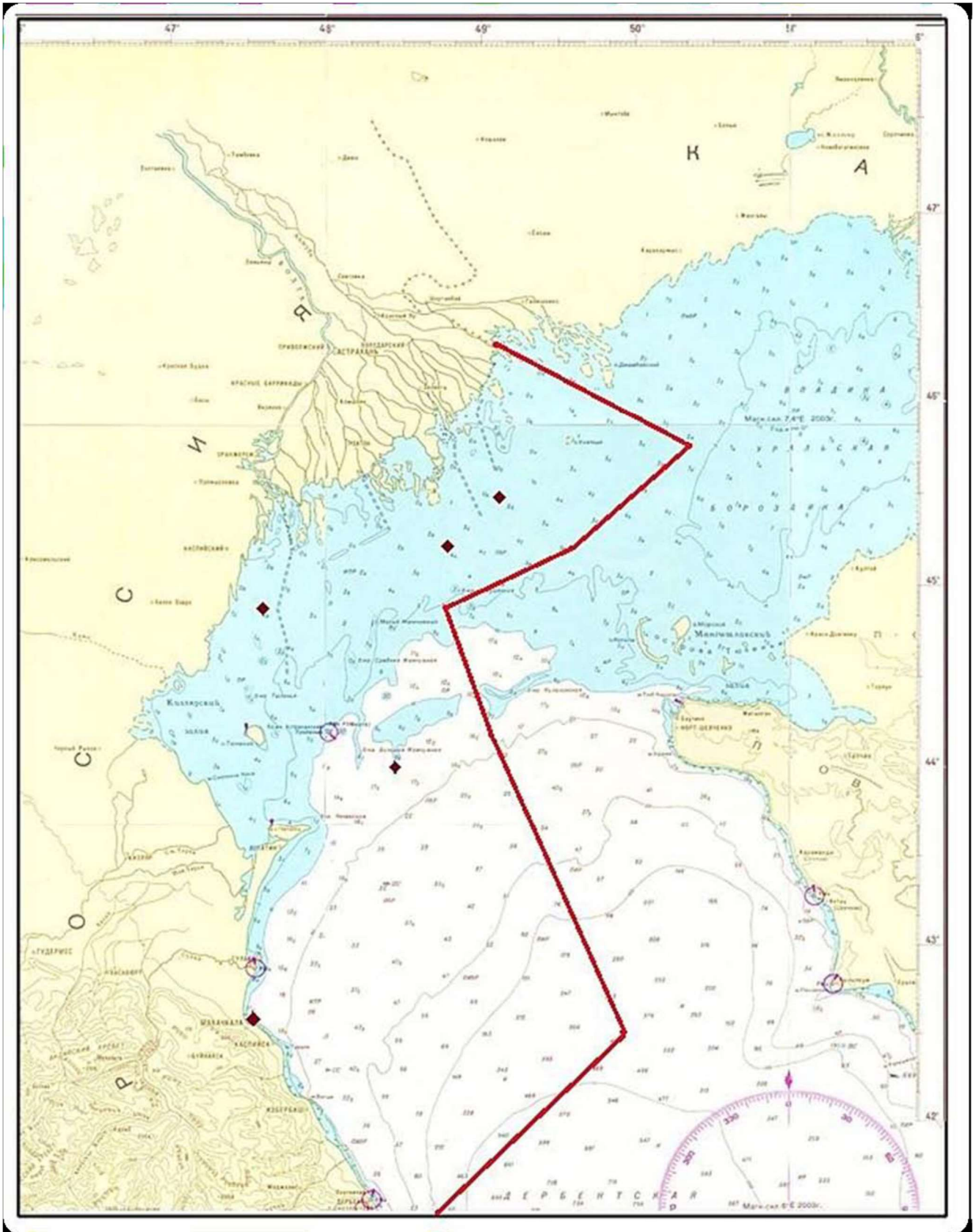
showing possible sources of pollution, environmentally sensitive areas, priorities for protection, and areas where the use of dispersants is allowed, restricted or forbidden

(to be provided by each Party in accordance with Section 3.8 of the Plan)

On the basis of the Regional Plan of Functional Sub-System of the Unified State System for Preventing and Eliminating Emergencies of the Ministry of Transport of the Russian Federation (Rosmorrechflot) for organization of works for prevention and elimination of oil and oil-products spills at sea from vessels and objects regardless their departmental and national affiliation in the Caspian Sea



The area of responsibility of the Regional OSR Plan – area of responsibility of MRCC Astrakhan



Risky objects in the area of responsibility of the Regional OSR Plan

INFORMATION on the specially protected areas of Russia at the Caspian Sea coast

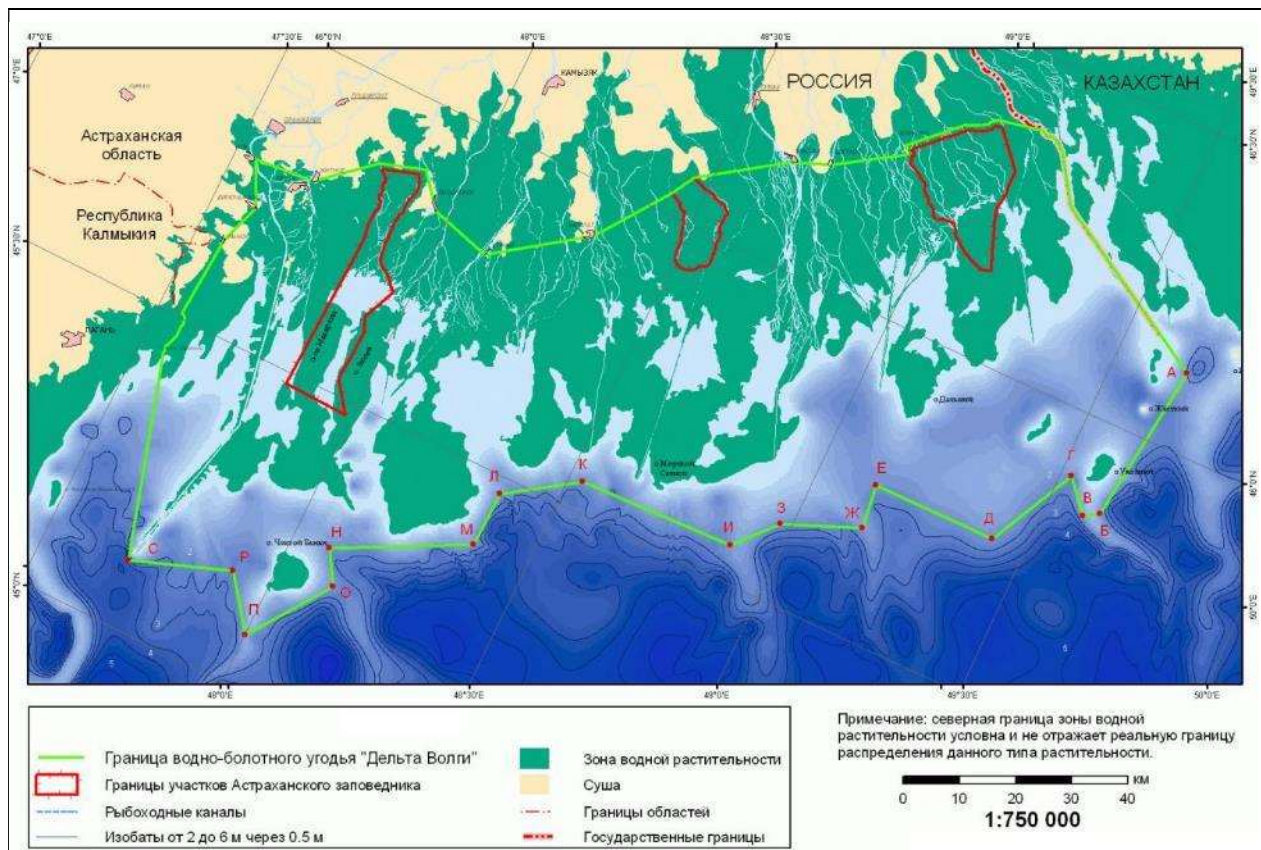
Name and legal grounds	Official description of boundaries
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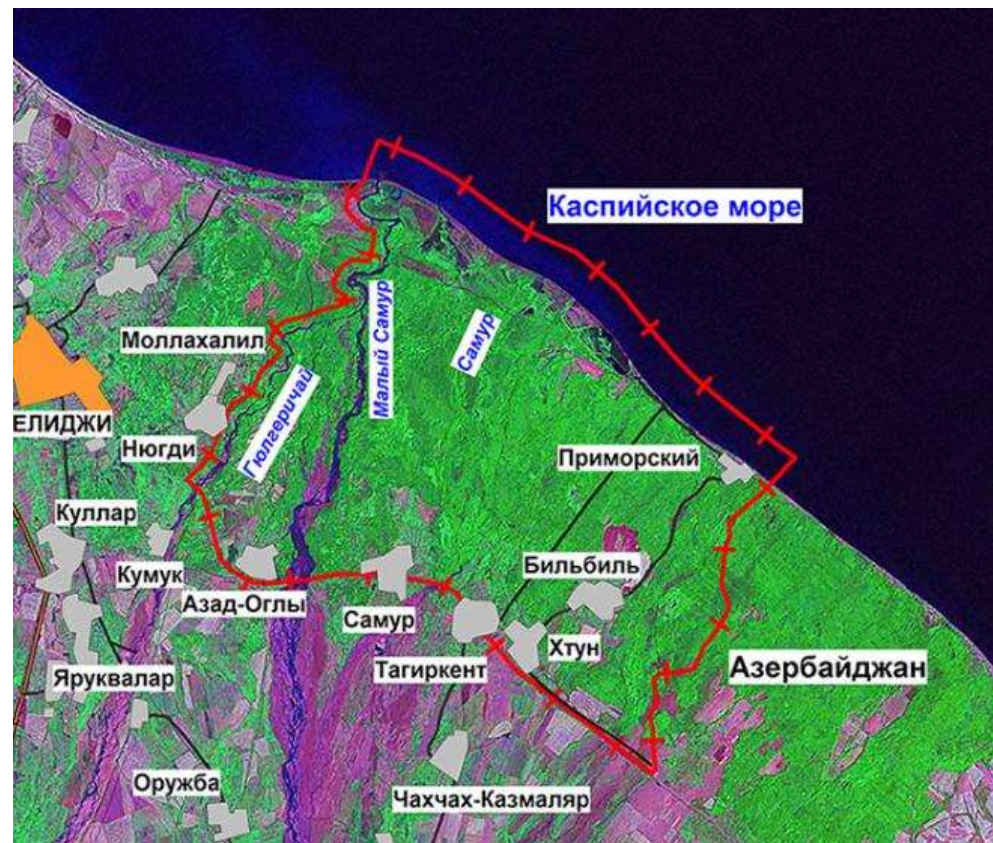
<p>“River Volga Delta” wetlands, including the State Biosphere Reserve Astrakhansky (Order of the Government of the Astrakhan oblast and the MNRE of Russia of 14.10.2009 № 353-Pr/57-r)</p>	<p>Description of the boundaries of the wetland “Delta of the Volga River, including the state biosphere reserve “Astrakhansky” (3 sites), which is of international importance mainly as a habitat for waterfowl:</p> <p>Northern - passes through points No. 1 - 45°46'52" N, 47°32'14" E, No. 2 - 45°47'08" N, 47°32'60" E, No. 3 - 45°47'47" N, 47°41'24" E, No. 4 - 45°52'07" N, 47°47'27" E, further along the northern border of the buffer zone of the Damchiksky section of the state natural biosphere reserve "Astrakhansky" (hereinafter - the Astrakhansky reserve) to the intersection with point No. 5 - 45°53'39" N, 47°54' 27" E, then the boundary passes through points No. 6 - 45°50'16" N, 47°57'54" E, No. 7 - 45°48'44" N. , 48°06'35" E, No. 8 - 45°54'33" N, 48°18'20" E, No. 9 - 46°02'07" N, 48°26'00" E, along the western, then northern borders of the Trekhizbinsky section of the Astrakhansky reserve, then along the northern border of the buffer zone of the Trekhizbinsky section of the Astrakhansky reserve to point No. 10 - 46°02'43" n. latitude, 48°33'47" E, further along points No. 11 - 46°09'59" N, 48°38'56" E, No. 12 - 46°11'01 "N, 48°43'38" E, No. 13 - 46°15'41" N, 48°52'35" E, further along the northern border of the buffer zone Obzhorovsky section of the Astrakhansky reserve to the intersection with point No. 14 - 46°22'22" N, 49°02'57" E, then to point No. 15 - 46°23'07" N. , 49°06'18" E.</p> <p>Eastern - from point No. 15 - 46°23'07" N, 49°06'18" E along the Novaya Protoka to point No. 16 - 46°17'37" N, 49°15'54" E, then to the south-east along the right bank of the Igolkinsky Canal to the intersection with the line of the slope of the depths.</p> <p>South - from the intersection with the line of the slope of the depths to the south-west along the line of the slope of the depths to the south of the islands Zhiostky, Ukatny, Morskoy, Morskoy Setnoy, Bukhtovye, Chistaya Banka, further to the sea edge of the last surface edges of the Volga-Caspian shipping channel, further to the north-west to point No. 17 - 45°34'32" N, 47°29'56" E, located on the coastal border of the Astrakhan oblast with the Republic of Kalmykia.</p> <p>Western - from the intersection of the coastal border of the Astrakhan oblast with the Republic of Kalmykia at point No. 17 - 45°34'32" N, 47°29'56" E. - to point No. 18 - 45°38'37" N, 47°34'16" E. From point No. 18 - 45°38'37" N, 47°34'16" E to point No. 19 - 45°39'3" N, 47°28'52" E, to the west to point No. 20 - 45°40'31" N, 47°26'03 "E, along the southern and western edge of the Kharbata Bay to point No. 21 - 45°41'02" N, 47°24'50" E, north to point No. 22 - 45 °52'28" N, 47°25'36" E, due west to point No. 23 - 45°53'14" N, 47°18'22" E, to point No. 24 - 45°55'20" N, 47°08'11" E, to point No. 25 - 45°59'09" N, 47°10'18" E. d., to point No. 26 - 45°58'35" N, 47°14'33" at the southern tip of the "Gyunkharo" ilmen, to the east to point No. 27 - 45°57'59" N. , 47°20'21" E, to point No. 28 - 45°59'35" N, 47°21'04" E, to point No. 29 - 46°00'33 "N, 47°19'45" E, to point No. 30 - 46°03'09" N, 47°14'29" E. at the southwestern edge of the Kashata ilmen, to point No. 31 - 46 ° 08'047 "N, 47 ° 11'28" E, on the railway near the railway. station "Basinskaya", then to the north-east by rail to the intersection with the highway Astrakhan - Elista at point No. 32 - 46°15'38" N, 47°25'32" E, by road Astrakhan - Elista to the east to point No. 33 - 46°16'00" N, 47°40'12" E, and point No. 34 - 46°15'52" N, 47° 46'23" E, to point No. 35 - 46°13'23" N, 47°44'20" E, to point No. 36 - 46°12'20" N, 47°42'34" E, to point No. 37 - 46°11'41" N, 47°41'19" E, to point No. 38 - 46°10'05" N, 47°40'52" E, to point No. 39 - 46°07'17" N, 47°39'39" E, to point No. 40 - 46° 06'26" N, 47°41'55" E, to point No. 41 - 46°03'49" N, 47°41'46" E, to point No. 42 - 46°01'43" N, 47°39'44" E, to point No. 43 - 46°00'07" N, 47°40'58" E. , further along the road to the south-west to the right bank of the Bakhtemir River, further along the right bank of the Bakhtemir River to the source of the Podstepok erik. Further along the right bank of the Podstepok river until the intersection with the Astrakhan - Liman highway, along the Astrakhan - Liman road to point No. 44 - 45 ° 52'41 "N, 47 ° 30'09" E, to point No. 45 - 45°49'39"N, 47°32'27"E on the right bank of the Bakhtemir River, further along the right bank of the</p>
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Name and legal grounds	Official description of boundaries
	Bakhtemir River to point No. 46 - 45°47'33" N, 47°31'47" E, further from point No. 46 - 45°47'33 "N, 47°31'47" E, along the territorial border of the settlements of Olya and Lesnoye to point No. 1 - 45°46'52" N, 47°32'14" E (map is attached).
State Natural Reserve Natural Reserve (Zakaznik) of the federal significance Agrakhansky (Order of the Ministry of Agriculture of the Russian Federation of 02.07.2002 № 593)	<p>The reserve with a total area of 39 thousand ha is located in the Kizlyarsky, Babayurtovsky and Kirovsky districts of the Republic of Dagestan within the following boundaries:</p> <p>Northern: from the northeastern tip of the Cape Terskaya Kosa, including a 2-kilometer zone of sea shallow water (littoral) to the eastern outlet of the Chechen Passage Strait between the Agrakhan Peninsula and Chechen Island.</p> <p>Eastern: from the eastern outlet of the Chechen Passage Strait between the Agrakhan Peninsula and the Chechen Island along the eastern coast of the Agrakhan Peninsula, including a 2-kilometer zone of shallow sea water (littoral) to the confluence of the artificial channel of the Novy Terek River (slits) into the Caspian Sea.</p> <p>South: from the mouth of the Novy Terek River (slit) with the capture of a 2-kilometer zone of shallow water (littoral) to the west upstream of the Novy Terek River (slit) to the border with the experimental hunting farm "Dagestanskoye" 2 km to the "Agrakhansky" bay to the north along the 2-kilometer zone to the fork of the Novy Chechen farm. Further to the west along the border of the experimental hunting farm "Dagestanskoye" through the Agrakhan Bay along the left bank of the Novy Terek River to the village of Biryuchek, without capturing 0.5 km of the river bank.</p> <p>Western: from the exit of the dirt road to the mouth of the Novy Terek River (slit) to the grader to the village of Staro-Terechenskoye with access to the northeastern tip of the Cape Terskaya Spit.</p>
State Natural Reserve (Zakaznik) of the regional significance Kaspiysky (Resolution of the Government of the Republic of Kalmykia of 08.04.2008 № 131)	<p>Description of the borders of the state natural reserve "Kaspiyskiy", area 39.4 thousand sq. ha in Lagansky district:</p> <p>Northern border: from p. Dzhalykovo along the grader to the west to the 8th siding to the east the banks of the Olenichevskoye reservoir, then around the Olenichevskoye reservoir at a distance of 500 meters from the coast to its western end.</p> <p>Western border: from the western border of the Olenichevsky reservoir along the southern coast reservoir at a distance of 500 meters from the shore to the junction with the Olenichevsky Canal, further south along the right bank of the Olenichevsky Canal at a distance of 500 meters through the place the confluence of the channel into the reservoir Krasinsky to the western end of the reservoir Aktryk.</p> <p>Southern border: from the western border of the Aktryk reservoir along the southern coast at a distance of 500 meters to its eastern tip.</p> <p>Eastern border: from the eastern border of Lake Aktrykskoye along the road to the Caspian city, then to the Caspian city along the grader to the village Dzhalykovo.</p>

Name and legal grounds	Official description of boundaries
<p>State natural Reserve (Zakaznik) of the regional significance Morskoy Biryuchok (Resolution of the Government of the Republic of Kalmykia of 08.04.2008 № 131)</p>	<p>Description of the boundaries of the state nature reserve "Morskoy Biryuchok", an area of 50.0 thousand hectares in the Lagansky district: Northern border: from brigade N 3 of the former state farm Arteziansky to the west 24 km along the road to artesian wells to hillocks 3-5 meters high. Western border: from mounds 3-5 meters high to the south 13 km, to the intersection of the channel with the border of the Republic of Dagestan. South-western border: from the intersection at the canal with the border of the Republic of Dagestan, then along the border along the canal to the south. Eastern border: from brigade N 3 of the former Arteziansky state farm along the northern tip of the Nameless Bay at a distance of 1 km parallel to the contour of the coast of the Darginskaya Spit, further from the intersection of the coast of the Darginskaya Spit. Southern boundary: connects the eastern and western points in a straight line.</p>
<p>Dagestan State Reserve</p>	<p>Includes the following sites:</p> <ul style="list-style-type: none"> • Kizliar Bay; • Agrakhansky; • Samursky.
<p>Kizliar Bay site (Resolution of Council of Ministers of the Dagestan ASSR of 07.09.1986 № 208)</p>	<p>The Kizlyar Bay site is located in the Tarumovsky district, in the northeast of Dagestan, at the mouth of the Kuma River. The territory covers shallow sea waters and a terrace slightly inclined towards the sea on the western coast of the Caspian Sea. Its area is 18,485 ha, including 9,300 ha of sea area: a strip of sea 2 km wide along the coast of the reserve. The protected zone runs along the western and southern borders of the protected area, its area is 19,890 ha. Site boundaries: NE: 44°46' N, 47°10' E; SE: 44°22' N, 47°00' E. Northern - from point A, located at the mouth of the Kuma River to the east along the waters of the Kizlyar Bay, two kilometers from the edge of the floodplains surrounding the former island of Morskoy Biryuchok to point B. Eastern - from point B, following two kilometers from the edge of the floodplains and skirting the former island of Morskoy Biryuchok to point C and further along the two-kilometer water area of the Kizlyar Bay to point G. South - from point D along a line going strictly west to point D, located on the land edge of the floodplains of the Proran Bay. Western - from point D on the land edge of the floodplains, going around the Proran Bay to point E, located at the intersection of the land edge of the floodplains and the border of the Kochubeevsky state farm and along the border of the state farm to point Zh, from point Zh along the edge of the floodplains to point Z, then along the border of the Kochubeevsky state farm to the north to point I and from it to point A, located at the mouth of the Kuma River.</p>

Name and legal grounds	Official description of boundaries
<p>State Natural Reserve (Zakaznik) of the federal significance Samursky (Order of the Ministry of Agriculture of Russia of 02.07.2002 № 593, Order of MNRE of Russia of 03.11.2009 362)</p>	<p>The reserve has a total area of 11.2 thousand ha and is located on the territory of the Magaramkent region of 9.3 thousand ha, including an 800-meter zone of shallow water (littoral of the Caspian Sea) along the eastern border with an area of 968 ha, and in the Derbent region 1.9 thousand ha of the Republic of Dagestan, and operates within the following boundaries: North: from the railway bridge (on the Baku-Rostov highway) across the Gyulgerichay River, downstream, including a 500-meter zone, along the left bank to the confluence of the Gyulgerichay River into the Podsamurok River (small Samur) and further, including a 500-meter zone along the left banks of the river Podsamurok to the place where it flows into the Caspian Sea. Eastern: from the confluence of the Podsamurok River into the Caspian Sea along the coastline, including the 800-meter zone of shallow sea water (littoral) to the administrative border of the Republic of Azerbaijan with the Republic of Dagestan. South: from the exit of the administrative border with the Republic of Azerbaijan with the Republic of Dagestan to the Caspian Sea, along this border to its intersection with the Baku-Rostov railway line. Western: from the intersection of the administrative border of the Republic of Azerbaijan and the Republic of Dagestan with the railway line Baku - Rostov by rail towards Rostov to the railway bridge over the river Gyulgerichay.</p>
<p>Agrakhansky Reserve (Zakaznik) (Order of MNRE of Russia of 03.11.2009 № 359)</p>	<p>The reserve is located in the Kizlyarsky, Babayurtovsky and Kirovsky regions of the Republic of Dagestan. The total area of the reserve is 39,000 ha. Reserve boundaries: northern - from the northeastern tip of Cape Terskaya Kosa, including a 2-kilometer zone of shallow sea water (littoral) to the eastern outlet of the Chechen Passage Strait between the Agrakhan Peninsula and Chechen Island; eastern - from the eastern outlet of the Chechen Passage Strait between the Agrakhan Peninsula and Chechen Island along the eastern coast of the Agrakhan Peninsula, including a 2-kilometer zone of shallow sea water (littoral) to the confluence of the artificial channel of the Novy Terek River (slits) into the Caspian Sea; southern - from the mouth of the Novy Terek River (slit) with the capture of a 2-kilometer zone of shallow water (littoral) to the west upstream of the Novy Terek River (slit) to the border with the experimental hunting farm "Dagestanskoye" 2 km to the Agrakhan Bay to the north along 2-kilometer zone to the fork of the Novy Chechen farm. Further to the west along the border of the experimental hunting farm "Dagestanskoye" through the Agrakhan Bay along the left bank of the Novy Terek River to the village of Biryuchek, without capturing 0.5 km of the river bank; western - from the exit of the dirt road to the mouth of the Novy Terek River (slit) to the grader to the village of Staro-Terechenskoye with access to the northeastern tip of the Cape Terskaya Kosa.</p>



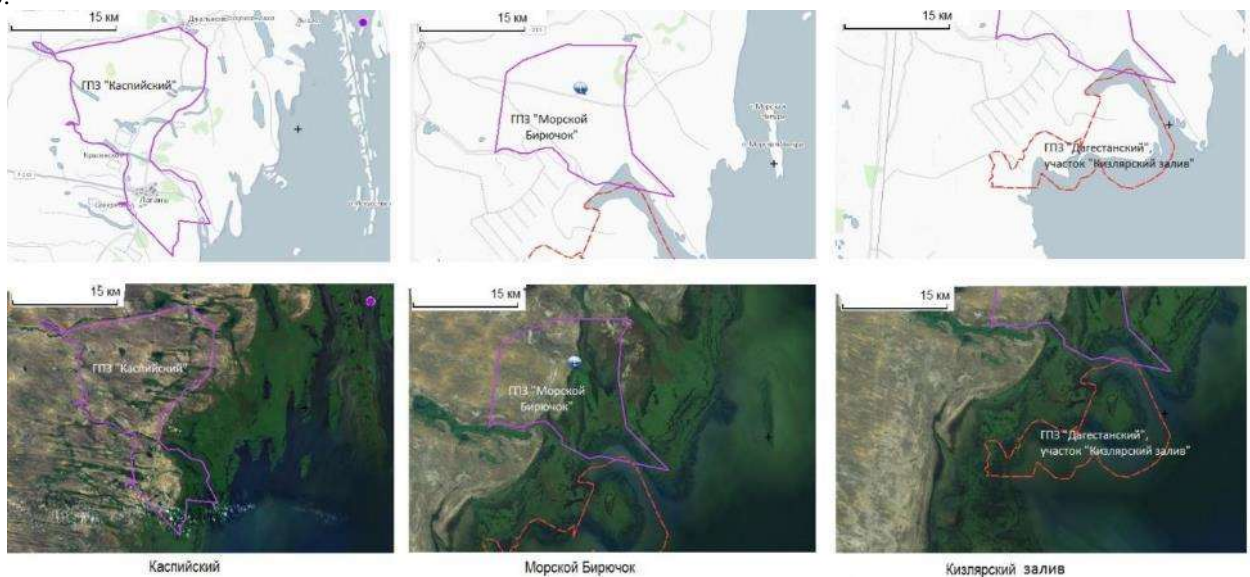


Kizlyar Bay site of the Natural Reserve of the federal significance Dagestansky	Samursky site of the Natural Reserve of the federal significance Dagestansky
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Agrakhansky site of the Natural Reserve of the federal significance Dagestansky

Due to changes in the Caspian Sea level, there may be discrepancies between the previously designated boundaries of protected areas with the current position of the coastlines, as a result of which the sea area of the Kizlyar Bay site has increased, the Caspian and Morskoy Biryuchok gas processing plants have access to the sea as shown in figure П1-13.



COUNTRY: Turkmenistan

Annex 1

**1a. COMPETENT NATIONAL GOVERNMENTAL AUTHORITY¹
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: "Turkmenizderyayollary" Agency
ADDRESS: 745000, 8 «A» Shagadam street, Turkmenbashi city
TELEPHONE: (+993 243) 2-03-60
TELEX:
TELEFAX: (+993 243) 2-07-44
EMAIL and WEBSITE: tmrl.foreign_dept@online.tm, https://tmrl.gov.tm
WORKING HOURS: 9:00-18:00
CONTACT PERSON: Hayytmuradov Agamurad Bayramgeldiyevich (Head of "Turkmenizderyayollary" Agency)
ALTERNATIVE CONTACT: Jepbarov Rovshen Yakubovich (Deputy Head of "Turkmenizderyayollary" Agency)

**1b. COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: State Concern "Turkmennebit"
ADDRESS: 56, Avenue Archabil, 744036 Ashgabat
TELEPHONE: +(993 12) 40 39 75 (24 hours a day); 40 36 01; 40-3109
TELEX:
TELEFAX: +(993 12) 40 31 55
EMAIL and WEBSITE: turkmennebit@online.tm; nebit.wes@online.tm
WORKING HOURS: 9:00-18:00
CONTACT PERSON: Toigeldy Mammedov - Deputy Chairman
ALTERNATIVE CONTACT: Mergen Dzhumaev -Head of the Central Engineering and Technological Service

**1c. COMPETENT NATIONAL GOVERNMENTAL AUTHORITY
(Section 2.2(a) of the Plan and Article 4(1)(a) of the Protocol)**

TITLE: State Concern "Turkmengaz"
ADDRESS: 56, Avenue Archabil, 744036 Ashgabat
TELEPHONE: (+993 12) 40 33 85, 40-32-01, 40-31-21, 92 45 80, 92-45-88
TELEX:
TELEFAX: + (993 12) 40-32-54
EMAIL and WEBSITE: turkmengaz@online.tm; b.babayew@mail.ru
WORKING HOURS: 9:00-18:00
CONTACT PERSON: Berdymurad Amanov-Deputy Chairman of State Concern "Turkmengaz"
ALTERNATIVE CONTACT PERSON: D. Mukhammedov-Head of the paramilitary Department "Nebitgazkhovpsyzyk"

¹ Turkmen Party has appointed **three** state bodies as the responsible authorities for the providing preparedness and response to incidents causing oil pollution.

COMPETENT NATIONAL AUTHORITY ENTITLED TO ACT ON BEHALF OF THE STATE AND REQUEST ASSISTANCE OR DECIDE TO RENDER ASSISTANCE

(Article 4(1)(c) of the Protocol)

TITLE: **State Commission for Emergency Situations of Turkmenistan**

ADDRESS: **21, Avenue Bitarap Turkmenistan, Ashgabat**

TELEPHONE: **+99312 928009; +99312 928020**

TELEX:

TELEFAX: **+99312 928010; +99312 928034**

EMAIL and WEBSITE: **ulag@online.tm**

WORKING HOURS: **9:00-18:00**

CONTACT PERSON: **Bayramgeldy Orazgeldyevich Ovezov**-Deputy of the Cabinet of Ministers of Turkmenistan, Deputy of the State Commission for Emergency Situations of Turkmenistan

ALTERNATIVE CONTACT PERSON: **Pena Bayramovich Ilyasov**-Head of the Department of Emergency Situations and Civil Protection of the Cabinet of Ministers of Turkmenistan.

NATIONAL OPERATIONAL AUTHORITY

(Section 2.2(b) of the Plan)

TITLE: **"Turkmendenizderyayollary" Agency**

ADDRESS: **745000, 8 «A» Shagadam street, Turkmenbashi city**

TELEPHONE: **(+993 243) 4-94-84**

TELEX:

TELEFAX : **(+993 243) 4 93 33, (+993 243) 2-07-44**

EMAIL and WEBSITE: **tmrl.foreign_dept@online.tm, https://tmrl.gov.tm**

WORKING HOURS: **9:00-18:00**

CONTACT PERSON: **Hayytmuradov Agamurad Bayramgeldiyevich** (Head of "Turkmendenizderyayollary" Agency)

ALTERNATIVE CONTACT: **Jepbarov Rovshen Yakubovich** (Deputy Head of "Turkmendenizderyayollary" Agency)

NATIONAL CONTACT POINT (OPERATIONAL 24 HRS A DAY) RESPONSIBLE FOR TRANSMITTING AND RECEIVING REPORTS ON POLLUTION INCIDENTS

(Section 2.2(c) of the Plan and Article 4(1)(b) of the Protocol)

TITLE: **Harbour Master Service of the State Administration on supervision of navigation in Turkmenistan under the "Turkmendenizderyayollary" Agency**

ADDRESS: **745000, 8 «A» Shagadam street, Turkmenbashi city**

TELEPHONE: **(+993 243) 4 91 28 (24hours a day)**

TELEX:

TELEFAX: **(+993 243) 4 93 33**

EMAIL and WEBSITE: **portnadzor@online.tm**

WORKING HOURS: **24/7**

EMERGENCY RESPONSE CENTRE

(Section 2.2(d) of the Plan)

TITLE: **Harbour Master of The State Administration on supervision of navigation in Turkmenistan under the "Turkmendenizderyayollary" Agency**

ADDRESS: **745000, 8 «A» Shagadam street, Turkmenbashi city**

TELEPHONE: **(+993 243) 4 91 28 (24hours a day)**

TELEX:

TELEFAX: **(+993 243) 4 93 33**

EMAIL and WEBSITE: **portnadzor@online.tm**

WORKING HOURS: **24/7**

NATIONAL ON-SCENE-COMMANDER
(Section 2.2(e) of the Plan)

TITLE/NAME: "Turkmenidenizderyayollary" Agency
ADDRESS: 745000, 8 «A» Shagadam street, Turkmenbashi city
TELEPHONE: (+993 243) 2-03-60
TELEX:
TELEFAX: (+993 243) 2-07-44
EMAIL and WEBSITE : tmrl.foreign_dept@online.tm, <https://tmrl.gov.tm>
WORKING HOURS: 9:00-18:00

COMPETENT CUSTOMS AUTHORITY
(Section 2.2(f) of the Plan)

TITLE:
ADDRESS:
TELEPHONE:
TELEX:
TELEFAX:
EMAIL and WEBSITE:
WORKING HOURS:
CONTACT PERSON:

COMPETENT IMMIGRATION AUTHORITY
(Section 2.2(f) of the Plan)

TITLE:
ADDRESS:
TELEPHONE:
TELEX:
TELEFAX:
EMAIL and WEBSITE:
WORKING HOURS:

CONTACT PERSON:

ALTERNATIVE CONTACT:

**EXTRACTS OF RELEVANT SECTIONS OF
THE NATIONAL CONTINGENCY PLANS**

(to be prepared by each country)

In accordance with Article 2.2(g) of the Regional Plan, each Party shall inform the other Parties of "at least those parts of their respective National Contingency Plan which might be relevant in cases of conducting joint response operations and, in particular, a description of the administrative organization and the responsibilities of each of the constituent authorities in preparing for and combating oil pollution incidents."

**DIRECTORY OF RESPONSE PERSONNEL
AND INVENTORY OF RESPONSE EQUIPMENT, PRODUCTS AND OTHER MEANS
WHICH EACH PARTY MIGHT OFFER AS ASSISTANCE
IN THE EVENT OF ACTIVATION OF THE PLAN**

Table 3.1 Directory of response personnel and inventory of response equipment, products and other means which might be offered as assistance in case of activation of the Regional Plan for Co-operation.

COUNTRY: Turkmenistan	Location A				Location B				Location C				Location D				Comments
	GOVERNMENT "Turkmenizderiary" agency	OIL INDUSTRY "State Concern "Turkmenneft"	SHIPPING INDUSTRY	OTHER CONTRACTORS "State Concern "Turkmengaz"	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
PERSONNEL AND SUPPORT																	
EXPERTS	2																
STRIKE TEAMS	3	2		1													
TRAINED PERSONNEL																	
PROJECT MANAGERS	1			+													
SUPERVISORS		8		+													
OPERATIONS		105		+													
COMMUNICATIONS EQUIPMENT																	
FIXED VHF UNITS	4	2*															
PORTABLE VHF UNITS		3*															
SPECIALISED DIVING EQUIPMENT																	
	1																
EQUIPMENT AND PRODUCTS																	
AIRCRAFT																	
SURVEILLANCE AIRCRAFT		0															
AERIAL SPRAYING AIRCRAFT		0															

*the number of stations available in stock is indicated

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COUNTRY: Turkmenistan	Location A Khazar				Location B				Location C				Location D				Comments
	GOVERNMENT " Turkmenidenizderia eelay" agency	OIL INDUSTRY DRAGON OIL	SHIPPING INDUSTRY	OTHER CONTRACTORS State Concern " Turkmengaz"	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	GOVERNMENT	OIL INDUSTRY	SHIPPING INDUSTRY	OTHER CONTRACTORS	
RESPONSE VESSELS																	
ANTIPOLLUTION VESSELS		0															
SURVEY VESSELS		0															
MULTIPURPOSE VESSELS		0															
SKIMMING VESSELS		0															
TUG SUPPLY VESSELS	1																
FIRE FIGHTING VESSELS	1																
CARGO/BUNKER TRANSFER UNITS																	
TRANSFER PUMPS																	
HOSES (m)		19															
FENDERS		400*															
INERT GAS GENERATORS		0															
		0															

*Kits of different sizes and compositions are available. They are usually supplied together with collection systems (skimmer) and storage tanks for ease of transportation. The length of each set ranges from a

STORAGE BARGES PORTABLE CONTAINERS COLLAPSIBLE TANKS		18		2 10														
POLLUTION TREATMENT PRODUCTS																		
DISPERSANTS HC BASED CONCENTRATE SORBENTS DE-EMULSIFIERS	150 pcs	Yes* 0 0 Yes** 0		2900 litres 38 bags														* 15 barrels of dispersants for oil spill response "NALCO EC9500A". **Absorbent materials are stored in oil spill response kits, i.e. in special containers, on offshore stationary platforms and onshore production facilities.

COMMUNICATIONS SYSTEM

Section 5 of the Regional Plan for Co-operation establishes the principle that each Party shall establish and maintain an efficient communications system, operational 24 hours a day. The following tables provide information on:

- telephone, fax and telex numbers and e-mail addresses of national operational authorities and of their respective national emergency response centres;
- relevant coastal radio stations;
- VHF channels agreed by the Parties for use in pollution response operations;
- MF frequencies that can be used for communication in case of spill response operations

TABLE 4.1: TELEPHONE, FAX AND TELEX NUMBERS AND E-MAIL ADDRESSES OF NATIONAL OPERATIONAL AUTHORITIES AND OF THEIR RESPECTIVE NATIONAL EMERGENCY RESPONSE CENTRES

		AZERBAIJAN	IRAN	KAZAKHSTAN	RUSSIAN FEDERATION	TURKMENISTAN
Country codes (dialling-in codes)						+993
National Government Authority	Tel					+ (993 243) 4-94-84 + 993 12 40 36 01 + 993 12 40 30 33
	Fax					+ (993 243) 2-07-44, + (993 243) 4-95-31 + (993 12) 40 31 55
	Tlx					
	Email					info@tmrl.gov.tm tmrl.foreign@online.tm turkmennebit@online.tm
National Operational Authority	Tel					+ (993 243) 4-94-84 + (993 12) 40 39 75
	Fax					+ (993 243) 4 93 33, + (993 243) 2-07-44 + (993 12) 40 39 75
	Tlx					
	Email					turkmennebit@online.tm ; nebit.wes@online.tm

Emergency Response Centre	Tel					+ (993 243) 4 91 28 + (993 65) 058011 + (993 12) 398000 + (99365) 032950² + (99312)933091 + (9714)3053700
	Fax					(+993 243) 4 93 33, (+993 243) 2-07-44 + (993 12) 39 80 20 + (993 12) 93 30 75 + (971 4) 305 37 53³
	Tlx					
	Email					tmrl.foreign_dept@online.tm tmrl.ab@online.tm eccturk@petronas.com.my hazreceptn@dot.dragonoil.com

TABLE 4.2: RELEVANT COASTAL RADIO STATIONS

Country	AZ	IR	KZ	RF	TURKMENISTAN		
Coastal Radio Station					"Turkmen-den izderia-eelary" agency	Oli company "DRAGON OIL"	State Concern "Turkmengaz", "Petronas Carigali (Turkmenistan) SBN BHD – PC(TC)SB" Block B, Turkmenbashi shayoly, Ashgabat, 44027 Kiyarly, 28 km, Turkmenbashi etrap, Balkan velayat. 745000, Turkmenisatn
					Turkmenbashi International Sea Port	Motorola VHF	40° 10'69" N, 52° 45'26" E

² The numbers of Turkmen-gaz Group are in bold, the numbers provided by Turkmenneft Group - highlighted in yellow

³ Red font number is in Dubai

Telephone					(+993243)4 91 28	+(99312)9330 91 +(9714)30537 00	
Fax					(+993243)-4 93 33	+(993 12) 93 30 75 +(971 4) 305 37 53	
Telex							
INMARSAT					SAILOR® 6110 MINI-C GMDSS (9- 9,5 GHz)		Sailor RE-2100
...					Tx1626.5 – 1660.5 MGs		
...					Rx 1525.0 – 1559.0 MGs		
MF radio channels					VHF156- 174GHz	DOTL CH2 155.7750	
MF radio channels					VHF AM 121.500 MGs	DOTL CH2 161.2500	
MF radio channels					MF-HF 2182MGs; 4125MGs	DOTL CH8 150.3750	

TABLE 4.3: MF FREQUENCIES THAT CAN BE USED FOR COMMUNICATION IN CASE OF SPILL RESPONSE OPERATIONS

COASTAL RADIO STATION	FREQUENCY FOR USE IN POLLUTION RESPONSE (TxRx-carrier)	ORDINARY FREQUENCY (BACK-UP) MF (Tx-carrier)	ORDINARY FREQUENCY (BACK-UP) HF (Tx-carrier)
Azerbaijan radio station A			
Iran radio station B			
Kazakhstan radio station C			

Russian Federation radio station D			
Turkmenistan radio station E			

TABLE 4.4: VHF CHANNELS AGREED FOR USE IN POLLUTION RESPONSE OPERATIONS

CHANNEL	10	67	73	16	6	8
FREQUENCY (MHz)	156.500	156.375	156.675	156.800	156.300	156.400
USE	Pollution response	Pollution response	Pollution response	Distress/safety	SAR	Intership

NATIONAL MAPS

showing possible sources of pollution, environmentally sensitive areas, priorities for protection, and areas where the use of dispersants is allowed, restricted or forbidden

(to be provided by each Party in accordance with Section 3.8 of the Plan)

POLREP
Pollution Reporting System

POLREP (Caspian Sea Report Format)

Note: *It is the responsibility of the designated National Governmental Authority as the competent national authority with overall responsibility for preparedness and response to pollution incidents at sea, to act on behalf of each Party to request assistance from external sources and to decide whether to render assistance when requested by a neighbouring State.*

POLLUTION REPORTING SYSTEM (POLREP)

1 The pollution reporting system is for use between Contracting Parties to the Emergency Protocol of the Framework Convention themselves and between the Contracting Parties and the Regional Centre, for exchanging information when pollution of the sea has occurred or when a threat of such is present.

2 The POLREP is divided into three parts:

.1	Part I or POLWARN (figures 1-5)	POLLution WARNIng	gives first information or warning of the pollution or the threat
.2	Part II or POLINF (figures 40-60)	POLLution INFormation	gives detailed supplementary report as well as situation reports
.3	Part III or POLFAC (figures 80-99)	POLLution FACilities	is used for requesting assistance from other Contracting Parties and for defining operational matters related to the assistance

3 A summarized list of POLREP is given below.

	Address	from	to
INTRODUCTORY PART	Date Time Group Identification Serial number		
<hr/>			
PART I (POLWARN)	1	Date and time	
	2	Position	
	3	Incident	
	4	Outflow	
	5	Acknowledge	
<hr/>			
PART II (POLINF)	40	Date and time	
	41	Position	
	42	Characteristics of pollution	
	43	Source and cause of pollution	
	44	Wind direction and speed	
	45	Current or tide	
	46	Sea state and visibility	
	47	Drift of pollution	
	48	Forecast	
	49	Identity of observer and ships on scene	
	50	Action taken	
	51	Photographs or samples	
	52	Names of other States informed	
53-59	Spare		
60	Acknowledge		
<hr/>			
PART III	80	Date and time	
	81	Request for assistance	
	82	Cost	

(POLFAC)	83	Pre-arrangements for the delivery
	84	Assistance to where and how
	85	Other States requested
	86	Change of command
	87	Exchange of information
	88-98	Spare
	99	Acknowledge

EXPLANATION OF A POLREP MESSAGE

INTRODUCTORY PART

Contents	Remarks
ADDRESS	<p>Each report should start with an indication of the country whose competent national authority is sending it and of addressee e.g.:</p> <p>FROM: KAZ (indicates the country which sends the report) TO: IRAN (indicates the country to which it is sent) <u>or</u> ERC (indicates that the message is sent to the Regional Centre).</p>
DTG (Day Time Group)	<p>The day of the month followed by the time (hour and minute) of drafting the message. Always a 6-figure group which may be followed by month indication. Time should be stated either as GMT, e.g. 092015Z june (i.e. the 9th of the relevant month at 20.15 GMT) or as local time e.g. 092115LT june.</p>
IDENTIFICATION	<p>"POL..." indicates that the report might deal with all aspects of pollution (such as oil as well as other harmful substances).</p> <p>".....REP" indicates that this is a report on a pollution incident. It can contain up to 3 main parts:</p> <p>Part I (POLWARN) - is an <u>initial notice</u> (a first information or a warning) of a casualty or the presence of oil slicks or harmful substances. This part of the report is numbered from 1 to 5.</p> <p>Part II (POLINF) - is a <u>detailed supplementary</u> report to Part I. This part of the report is numbered from 40 to 60.</p> <p>Part III (POLFAC) - is for <u>requests for assistance</u> from other Contracting Parties, as well as for defining operational matters related to the assistance. This part of the report is numbered from 80 to 99.</p> <p>FRAMEWORK CONVENTION indicates that the message is sent within the framework of the Emergency Protocol of the Framework Convention for the Protection of the Marine Environment of the Caspian Sea.</p> <p>Parts I, II and III can be transmitted all together in one report or separately. Furthermore, single figures from each part can be transmitted separately or combined with figures from the two other parts.</p> <p>Figures without additional text <u>shall not</u> appear in the POLREP.</p> <p>When Part I is used as <u>warning</u> of a serious threat, the message should be headed with the traffic priority word "URGENT".</p> <p>All POLREPs containing ACKNOWLEDGE figures (5, 60 or 99) should be acknowledged as soon as possible by the competent national authority of the country receiving the message.</p>

POLREPs should always be terminated by a message from the reporting State, which indicates that no more operational communication on that particular incident can be expected.

Contents

Remarks

SERIAL NUMBER

Each single report should be possible to identify and the receiving agency should be in a position to check whether all reports of the incident in question have been received. This is done by using a nation-identifier:

Azerbaijan	?
Iran	?
Kazakhstan	KAZ ?
Russian Federation	?
Turkmenistan	?

Caspian Emergency Response Centre ERC

The nation-identifier should be followed by a stroke and the name of the ship or other installation involved in the accident and another stroke followed by the number of the actual report concerning this particular accident. For example:

KAZ/POLLUX/1 indicates that this is the first report from Kazakhstan concerning the accident of MT "POLLUX".

KAZ/POLLUX/2, in accordance with the described system, indicates the second report on the same incident.

Part I (POLWARN)

Contents	Remarks
1 DATE AND TIME	The day of the month as well as the time of the day when <u>the incident</u> took place or, if the cause of the pollution is not known, the time of the observation should be stated with 6 figures. Time should be stated as GMT for example, 091900z (i.e. the 9th of the relevant month at 1900 GMT) or as local time for example, 091900lt (i.e. 9th of the relevant month at 1900 local time)
2 POSITION	Indicates the main position of the incident in latitude and longitude in degrees and minutes and may, in addition, give the bearing of and the distance from a location known by the receiver.
3 INCIDENT	The nature of the incident should be stated here, such as BLOWOUT, TANKER GROUNDING, TANKER COLLISION, OIL SLICK, etc.
4 OUTFLOW	The nature of the pollution, such as CRUDE OIL, CHLORINE, DINITROL, PHENOL, etc. as well as the total quantity in tonnes of the outflow and/or the flow rate, as well as the risk of the further outflow. If there is no pollution but a pollution threat, the words NOT YET followed by the substance, for example, NOT YET FUEL OIL, should be stated.
5 ACKNOWLEDGE	When this figure is used the telex should be acknowledged as soon as possible by the competent national authority.

Part II (POLINF)

Contents	Remarks
40 DATE AND TIME	No. 40 relates to the situation described in figures 41 to 60 if it varies from figure 1.
41 POSITION AND/OR EXTENT OF POLLUTION ON/ ABOVE/IN THE SEA	Indicates the main position of the pollution in latitude and longitude in degrees and minutes and may in addition give the distance and bearing of some prominent landmark known to the receiver if other than indicated in figure 2. Estimate amount of pollution (e.g. size of polluted areas, number of tonnes of oil spilled if other than indicated in figure 4, or number of containers, drums etc. lost). Indicates length and width of slick given in nautical miles if not indicated in Fig. 2.
42 CHARACTERISTICS OF POLLUTION	Gives type of pollution, e.g. type of oil with viscosity and pour point, packaged or bulk chemicals, sewage. For chemicals give proper name or United Nations number if known. For all, give also appearance, e.g. liquid, floating solid, liquid oil, semi-liquid sludge, tarry lumps, weathered oil, discolouration of sea, visible vapour. Any markings on drums, containers, etc. should be given.
43 SOURCES AND CAUSE OF POLLUTION	For example, from vessel or other undertaking. If from vessel, say whether as a result of a deliberate discharge or casualty. If the latter, give brief description. Where possible, give name, type, size, call sign, nationality and port of registration of polluting vessel. If vessel is proceeding on its way, give course, speed and destination.
44 WIND DIRECTION AND SPEED	Indicates wind direction and speed in degrees and m/s. The direction always indicates from where the wind is blowing.
45 CURRENT DIRECTION AND SPEED AND/OR TIDE	Indicates currents direction and speed in degrees and m/s. The direction always indicates the direction in which the current is flowing.
46 SEA STATE AND VISIBILITY	Sea state indicated as wave height in metres. Visibility in nautical miles.
47 DRIFT OF POLLUTION	Indicates drift course and speed of pollution in degrees and knots and tenths of knots. In case of air pollution (gas cloud) drift speed is indicated in m/s.
48 FORECAST OF LIKELY EFFECT OF POLLUTION AND ZONES AFFECTED	For example, arrival on beach with estimated timing. Results of mathematical models.

49 IDENTITY OF OBSERVER/REPORTER IDENTITY OF SHIPS ON SCENE	Indicates who has reported the incident. If a ship, name, home port, flag and call sign must be given. Ships on scene can also be indicated under this item by name, home port, flag and call sign, especially if the polluter cannot be identified and the spill is considered to be of recent origin.
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50 ACTION TAKEN	Any action taken in response to the pollution.
-----------------	--

51 PHOTOGRAPHS OR SAMPLES	Indicates if photographs or samples from the pollution have been taken. Telex number of the sampling authority should be given.
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52 NAMES OF OTHER STATES AND ORGANIZATIONS INFORMED	
---	--

53 - 59	SPARE FOR ANY OTHER RELEVANT INFORMATION (e.g. results of sample or photographic analysis, results of inspection of surveyors, statements of ship's personnel, etc.)
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60 ACKNOWLEDGE	When this figure is used the message should be acknowledged as soon as possible by the competent national authority.
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Part III (POLFAC)

Contents	Remarks
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80 DATE AND TIME	No. 80 is related to the situation described below, if it varies from figures 1 and/or 40.
------------------	--

81 REQUEST FOR ASSISTANCE	Type and amount of assistance required in form of: <ul style="list-style-type: none">- specified equipment- specified equipment with trained personnel- complete strike teams- personnel with special expertise with indication of country requested.
---------------------------	--

82 COST	Requirements for cost information to requesting country of delivered assistance.
---------	--

83 PRE-ARRANGEMENTS
FOR DELIVERY OF
ASSISTANCE

Information concerning customs clearance, access to territorial waters, etc. in the requesting country.

84 TO WHERE ASSISTANCE
SHOULD BE RENDERED
AND HOW

Information concerning the delivery of the assistance, e.g. rendez-vous at sea with information on frequencies to be used, call sign and name of supreme on-scene commander of the requesting country, or land-based authorities with telephone, telex and fax numbers and contact persons.

85 NAMES OF OTHER
STATES AND
ORGANIZATIONS

Only to be filled in if not covered by figure 81, e.g. if further assistance is later needed by other States.

86 CHANGE OF COMMAND

When a substantial part of an oil pollution or serious threat of oil pollution moves or has moved into the zone of another Contracting Party, the country which has exercised the supreme command of the operation may request the other country to take over the supreme command.

87 EXCHANGE OF
INFORMATION

When a mutual agreement has been reached between two parties on a change of supreme command, the country transferring the supreme command should give a report on all relevant information pertaining to the operation to the country taking over the command.

88 - 98

SPARE FOR ANY OTHER RELEVANT REQUIREMENTS OR INSTRUCTIONS

99 ACKNOWLEDGE

When this figure is used the telex should be acknowledged as soon as possible by the competent national authority.

POLREP

Example No.1
Full Report (Parts I, II and III)

Address		From: KAZ
Date Time Group		To: IRAN and ERC
Identification		181100z june
Serial number		POLREP FRAMEWORK CONVENTION
		KAZ/POLLUX/2 (KAZ/POLLUX/1 for ER CRTC)
1	Date and time	1 181000z
2	Position	2 43°31'N - 09°54'E
3	Incident	3 Tanker collision
4	Outflow	4 Crude oil, estimated 3000 tonnes
41	Position and/or extent of pollution on/above/in sea	41 The oil is forming a slick 0.5 nautical miles to the south-west. With up to 0.3 nautical miles.
42	Characteristics of pollution	42 Tengiz crude. Viscosity 3780 cSt at 37.8°C. Rather viscous.
43	Source and cause of pollution	43 Azerbaijan tanker POLLUX of Baku, 22000 GRT, call sign xxx in collision with Russian bulk carrier CASTOR, 30000 GRT, call sign yyy. Two tanks damaged in POLLUX. No damage in CASTOR.
44	Wind direction and speed	44 90 - 10 m/s.
45	Current direction and speed and/or tide	45 180 - 0.3 knots.
46	Sea state and visibility	46 Wave height 2 m. 10 nautical miles.
47	Drift of pollution	47 240 - 0.5 knots.
48	Forecast of likely effects of pollution and zones affected	48 Could reach Iranian coast on the 21st of this month
49	Identity of observer/reporter	49 CASTOR, figure 43 refers.
50	Identity of ships on scene	
50	Action taken	50 3 Briggs antipollution vessels with high oil recovery and dispersant spraying capacity on route to the area.
51	Photographs or samples	51 Oil samples have been taken. Telex 123456 XYZ KAZ.
52	Names of other States and organizations informed	52 Russian Fed; ERC
53	Spare	53 Kazak national contingency plan is activated.
81	Request for assistance with remote sensing equipment.	81 Russian Fed is requested for 1 surveillance aircraft with remote sensing equipment.
82	Cost	82 RF is requested for an approximate cost rate per day of assistance rendered.
83	Pre-arrangements for the delivery of assistance	83 RF plane will be allowed to enter Kazakh air space for spill surveillance and Kazakh airports for logistics, informing NOSC beforehand.
84	To where assistance should be rendered and how	84 Rendez-vous 43°15'N - 09°50'E. Report on VHF channels 16 and 67. NOSC, Comm.X in M/V CASPAR call sign x
99	Acknowledge	99 ACKNOWLEDGE

POLREP

Example No. 2
Abbreviated Report (Single figures from Part III)

Address		From: KAZ	
		To: IRAN	
Date Time Group		182230z june	
Identification		POLREP FRAMEWORK CONVENTION	
Serial Number		Your KAZ/POLLUX/2	
80	Date and Time	80	182020z
82	Cost	82	Total cost per day will be approx...
84	To where assistance should be rendered and how	84	ETA RUS unit at POLREP FRAMEWORK CONVENTION KAZ/POLLUX/2 will be 190700z.

POLREP
Example No. 3
Exercise Report

Address		From: TURK	
		To: AZER	
Date Time Group		210940z june	
		URGENT	
Identification		EXERCISE	
Serial Number		POLREP FRAMEWORK CONVENTION	
		Your AZER/xxx/1	
1	Date and Time	1	210830
2	Position	2	44°50'N - 13°02'E
3	Incident	3	Tanker collision
4	Outflow	4	Not yet
5	Acknowledge	5	Acknowledge

EXERCISE EXERCISE EXERCISE

POLREP FORM

INTRODUCTION

	URGENT <input type="checkbox"/>
ADDRESS	FROM: AZ <input type="checkbox"/> ; IRAN <input type="checkbox"/> ; KAZ <input type="checkbox"/> ; RUS <input type="checkbox"/> ; TUR <input type="checkbox"/> TO: AZ <input type="checkbox"/> ; IRAN <input type="checkbox"/> ; KAZ <input type="checkbox"/> ; RUS <input type="checkbox"/> ; TUR <input type="checkbox"/> ; ERC <input type="checkbox"/>
DTG	Date Choose Time 0000 Choose Month Click
Identification	Click
Serial Number	Choose / Click

POLWARN (Part I)

1. Date and Time (of incident or spill observation)	Date Choose Time 0000 Choose Month Click
2. Position	Latitude Click Longitude Click <i>in degrees and minutes</i>
	Or Distance Click Bearing Click From: Click
3. Incident	Blowout <input type="checkbox"/> Pipeline Rupture <input type="checkbox"/> Tanker Grounding <input type="checkbox"/> Tanker Collision <input type="checkbox"/> Hull failure <input type="checkbox"/> Fire, Explosion <input type="checkbox"/> Oil Slick <input type="checkbox"/> Other <input type="checkbox"/> Indicate Click
4. Outflow	NOT YET <input type="checkbox"/> Oil type: Click Quantity tonne Click if known Size of polluted areas Length Click Width Click in nautical miles
5. Acknowledge	

POLINF (Part II)

40. Date and Time	<table border="0" style="width:100%"> <tr> <td style="width:33%">Date Choose</td> <td style="width:33%">Time 0000 Choose</td> <td style="width:33%">Month Click</td> </tr> </table> <p><i>Relates to the situation described in line 41 to 60, if it varies from line 1</i></p>	Date Choose	Time 0000 Choose	Month Click																																	
Date Choose	Time 0000 Choose	Month Click																																			
41. Position and/or extent of pollution on/above/in the sea	<table border="0" style="width:100%"> <tr> <td style="width:50%">Latitude Click <i>in degrees and minutes</i></td> <td style="width:50%">Longitude Click</td> </tr> <tr> <td colspan="2">Or</td> </tr> <tr> <td>Distance Click From: Click</td> <td>Bearing Click</td> </tr> <tr> <td colspan="2">Quantity tonne Click</td> </tr> <tr> <td colspan="2">Size of polluted areas</td> </tr> <tr> <td>Length Click</td> <td></td> </tr> <tr> <td>Width Click in nautical miles</td> <td></td> </tr> </table>	Latitude Click <i>in degrees and minutes</i>	Longitude Click	Or		Distance Click From: Click	Bearing Click	Quantity tonne Click		Size of polluted areas		Length Click		Width Click in nautical miles																							
Latitude Click <i>in degrees and minutes</i>	Longitude Click																																				
Or																																					
Distance Click From: Click	Bearing Click																																				
Quantity tonne Click																																					
Size of polluted areas																																					
Length Click																																					
Width Click in nautical miles																																					
42. Characteristics of pollution	<table border="0" style="width:100%"> <tr> <td>Oil type:</td> <td></td> </tr> <tr> <td>Bunker</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Crude Oil</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Weathered Oil</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Liquid Oil</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Other</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Viscosity cSt</td> <td>Click</td> </tr> <tr> <td>Pour point °C</td> <td>Click</td> </tr> <tr> <td>Name of oil</td> <td>Click</td> </tr> <tr> <td>Other Characteristics:</td> <td></td> </tr> <tr> <td>Click</td> <td></td> </tr> </table>	Oil type:		Bunker	<input type="checkbox"/>	Crude Oil	<input type="checkbox"/>	Weathered Oil	<input type="checkbox"/>	Liquid Oil	<input type="checkbox"/>	Other	<input type="checkbox"/>	Viscosity cSt	Click	Pour point °C	Click	Name of oil	Click	Other Characteristics:		Click															
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Viscosity cSt	Click																																				
Pour point °C	Click																																				
Name of oil	Click																																				
Other Characteristics:																																					
Click																																					
43. Source and cause of pollution	<table border="0" style="width:100%"> <tr> <td>Vessel <input type="checkbox"/></td> <td>Tanker <input type="checkbox"/></td> <td>Other: Click</td> </tr> <tr> <td>Deliberate discharge</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Casualty</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Name</td> <td></td> <td>Click</td> </tr> <tr> <td>Type</td> <td></td> <td>Click</td> </tr> <tr> <td>Size</td> <td></td> <td>Click</td> </tr> <tr> <td>Call sign</td> <td></td> <td>Click</td> </tr> <tr> <td>Nationality</td> <td></td> <td>Click</td> </tr> <tr> <td>Port of registration</td> <td></td> <td>Click</td> </tr> <tr> <td>Speed</td> <td></td> <td>Click</td> </tr> <tr> <td>Course</td> <td></td> <td>Click</td> </tr> <tr> <td>Port of destination</td> <td></td> <td>Click</td> </tr> </table>	Vessel <input type="checkbox"/>	Tanker <input type="checkbox"/>	Other: Click	Deliberate discharge		<input type="checkbox"/>	Casualty		<input type="checkbox"/>	Name		Click	Type		Click	Size		Click	Call sign		Click	Nationality		Click	Port of registration		Click	Speed		Click	Course		Click	Port of destination		Click
Vessel <input type="checkbox"/>	Tanker <input type="checkbox"/>	Other: Click																																			
Deliberate discharge		<input type="checkbox"/>																																			
Casualty		<input type="checkbox"/>																																			
Name		Click																																			
Type		Click																																			
Size		Click																																			
Call sign		Click																																			
Nationality		Click																																			
Port of registration		Click																																			
Speed		Click																																			
Course		Click																																			
Port of destination		Click																																			
44. Wind direction and speed	<table border="0" style="width:100%"> <tr> <td>Direction from which the wind is blowing</td> <td>Click</td> </tr> <tr> <td>Speed</td> <td>Click</td> </tr> </table>	Direction from which the wind is blowing	Click	Speed	Click																																
Direction from which the wind is blowing	Click																																				
Speed	Click																																				
45. Current	<table border="0" style="width:100%"> <tr> <td>Direction</td> <td>Click</td> </tr> <tr> <td>Speed</td> <td>Click</td> </tr> </table>	Direction	Click	Speed	Click																																
Direction	Click																																				
Speed	Click																																				
46. Sea state and visibility	<table border="0" style="width:100%"> <tr> <td>Wave height</td> <td>Click</td> </tr> <tr> <td>Visibility</td> <td>Click</td> </tr> </table>	Wave height	Click	Visibility	Click																																
Wave height	Click																																				
Visibility	Click																																				

47. Drift of pollution	Course	Click		
	Speed	Click		
	Speed air pollution	Click		
48. Forecast of likely effect of pollution and zones affected	Results of mathematical models			
	Can be affected	Quantity	Hours	Days
	Arrival on beach	Click	Click	Click
	Arrival on reedbeds	Click	Click	Click
	Arrival on seal habitat	Click	Click	Click
	Arrival on sturgeon farms	Click	Click	Click
	Arrival on sturgeon habitat	Click	Click	Click
	Arrival on Park/Reserve	Click	Click	Click
	Arrival on river	Click	Click	Click
	Other: Click	Click	Click	Click
49. Identity of observer/reporter. Identity of ships on scene	Click			
	Vessel	<input type="checkbox"/>		
	Name	Click		
	Home port	Click		
	Flag	Click		
	Call sign	Click		
50. Actions taken	Click			
51. Photographs or samples		Done	Not done	
	Photographs	<input type="checkbox"/>	<input type="checkbox"/>	
	Samples	<input type="checkbox"/>	<input type="checkbox"/>	
	Where to find:			
	Authority	Click		
	Contact	Click		
52. Names of other States and organizations informed	Click			
	Click			
	Click			
	Click			
53-59. Any other relevant information	<i>As an example results of sample or photographic analysis, results of inspection of surveyors, statements of ship's personnel, etc.</i>			
53.	Click			
54.	Click			
55.	Click			

56.	Click
57.	Click
58.	Click
59.	Click
60. Acknowledge	Yes <input type="checkbox"/> No <input type="checkbox"/>

POLFAC (Part III)

80. Date and Time	Date Choose	Time 0000 Choose	Month Click
<i>Relates to the situation described in line 81 to 99, if it varies from line 1</i>			
81. Request for assistance	<i>Requirements for cost information to requesting country of delivered assistance</i> Click Click Click		
82. Cost	Click Click Click Click		
83. Pre-arrangements for delivery of assistance	Information concerning customs clearance, access to territorial waters, etc. in the requesting country Click Click Click		
84. To where assistance should be rendered and how	Information concerning the delivery of the assistance, e.g. rendezvous at sea with information on frequencies to be used, call sign and name of supreme on-scene commander of the requesting country, or land-based authorities with telephone numbers, email and contact persons Click Click Click		
85. Names of other States and organizations informed	Only to be filled in if not covered by line 81, e.g. if further assistance is later needed by other States. Click Click Click		
86. Change of command	Threat of oil pollution moves or has moved into the zone of another Contracting Party Yes <input type="checkbox"/> No <input type="checkbox"/> What country is taking command AZ <input type="checkbox"/> ; IRAN <input type="checkbox"/> ; KAZ <input type="checkbox"/> ; RUS <input type="checkbox"/> ; TUR <input type="checkbox"/>		
87. Exchange of information	When a mutual agreement has been reached between two parties on a change of supreme command, the country transferring the supreme command should give a report on all relevant information pertaining to the country taking over the command.		

	Click Click Click
88-98.	For additional instructions
88.	Click
89.	Click
90.	Click
99. Acknowledge	Yes <input type="checkbox"/> No <input type="checkbox"/>

Spill assessment and aerial surveillance

The following text is adapted from the Bonn Agreement Aerials Operations Handbook. Further information concerning the use of remote sensing and the organization of aerial surveillance for oil spills is available in the following documentation:

Bonn Agreement Aerials Operations Handbook:

http://www.bonnagreement.org/site/assets/files/1081/ba-aoh_revision_2_april_2012-1.pdf

Bonn Agreement Oil Appearance Code Photo Atlas:

http://www.bonnagreement.org/site/assets/files/1081/photo_atlas_version_20112306-1.pdf

ITOPF Technical Information Paper on Aerial observation of marine oil spills:

<http://www.itopf.com/knowledge-resources/documents-guides/document/tip-1-aerial-observation-of-marine-oil-spills/>

IPIECA-IOGP Good Practice Guidance on Aerial observation of oil spill at sea:

<http://oilspillresponseproject.org/sites/default/files/uploads/Aerial%20Observation%20GPG.pdf>

Introduction

Visual observation of pollution and polluter provides essential information about appearance, size and coverage of the spill that are used to identify the substance and to calculate the initial estimate of the volume.

The visual form of an oil slick may also suggest the probable cause of pollution:

- A long and small thin slick of oil sheen suggests a possible illegal discharge of oil from a ship. The cause is obvious if the ship is still discharging, as the slick will be connected to the ship, but the slick may persist for some time after the discharge has stopped; it will subsequently be broken up and dispersed by wind and waves.
- A triangular slick with one side aligned with the wind and another aligned with the prevailing current suggests a subsurface-release, such as that from a sub-sea pipeline or oil slowly escaping from a sunken wreck.
- Slicks seen some distance 'down current' of oil installations, particularly in calm weather, may be caused by re-surfacing of dispersed oil from permitted discharged of produced water.

The observation can be influenced by several factors, cloud, sunlight, weather, sea and angle of view, height, speed and local features as well as the type of oil or substances. The observer should be aware of these factors and try to make the adjustments for as many as possible.

It is recommended that the slick should be viewed from all sides by flying a racetrack pattern around the oil. The best position to view the oil is considered to be with the sun behind the observer and the observer looking at the object / subject from an angle of an angle of 40° to 45° to the perpendicular. It is suggested that the ideal height to view the oil will vary from aircraft to aircraft, but for an aircraft with a speed of around 150 knots a height of 700 to 1,000 feet (200 to 300 metres) is suggested.

For evaluation of the data collected, including the imagery, it is strongly recommended to take still photographs or record a video with a down-ward looking camera and not only oblique as the angle of view will be effected by incoming light.

The oil appearances will generally follow a pattern. The thinner oils, sheen, rainbow and metallic, will normally be at the edges of the thicker oils, discontinuous true colour and true colour, all the codes will be

defined in the following paragraph. It would be unusual to observe thick oil without the associated thinner oils; however, this can occur if the oil has aged and/or weathered or if the oil is very heavy and viscous. Heavy oil will tend to be mainly true colour and have very sharp defined edges, due to the high viscosity of Heavy Fuel Oil, and its tendency/potential to form stable without emulsions, although there might be some sheen at the edges.

Extra caution should be used when emulsion is present. Aircrew should use all the available information or intelligence to estimate the volume.

The Bonn Agreement Oil Appearance Code (BAOAC)

Since the colour of the oil itself as well as the optic effects is influenced by meteorological conditions, altitude, angle of observation and colour of the sea water, an appearance cannot be characterised purely in terms of apparent colour and therefore an “appearance” code, using terms independent of specific colour names, has been developed.

The Bonn Agreement Oil Appearance Code is used widely internationally including in the North Sea, the Mediterranean Sea, the USA and others areas. The code was been developed as follows:

- In accordance with scientific literature and previously published scientific papers,
- Its theoretical basis is supported by small scale laboratory experiments,
- It is supported by mesoscale outdoor experiments,
- It is supported by controlled sea trials.

Due to slow changes in the continuum of light, overlaps in the different categories were found. However, for operational reason, the code has been designed without these overlaps.

Using thickness intervals provides an estimation of volumes that can be used both for legal procedures and for response.

The Parties may consider using the lower figure is used in official statements whereas the upper figure is used to indicate the required response measures.

Five levels of oil appearances are distinguished in code detailed in the following table:

Code	Description - appearance	Layer thickness interval (µm)	Litres per km²
1	Sheen	0.04 to 0.30	40 – 300
2	Rainbow	0.3 to 5.0	300 – 5,000
3	Metallic	5.0 to 50	5000 – 50,000
4	Discontinuous True Oil Colour	50 to 200	50 000 – 200,000
5	Continuous True Oil Colour	More than 200	More than 200,000

The appearances described cannot be related to one thickness; they are optic effects (codes 1-2-3) or true colours (codes 4-5) that appear over a range of layer thickness.

There is no sharp delineation between the different codes; one effect becomes more diffuse as the other strengthens.

Description of the Appearances

Code 1 – Sheen (0.04 µm – 0.3 µm)

The very thin films of oil reflect the incoming white light slightly more effectively than the surrounding water (Figure 1) and will therefore be observed as a silvery or grey sheen. The oil film is too thin for any actual colour to be observed. All oils will appear the same if they are present in these extremely thin layers.

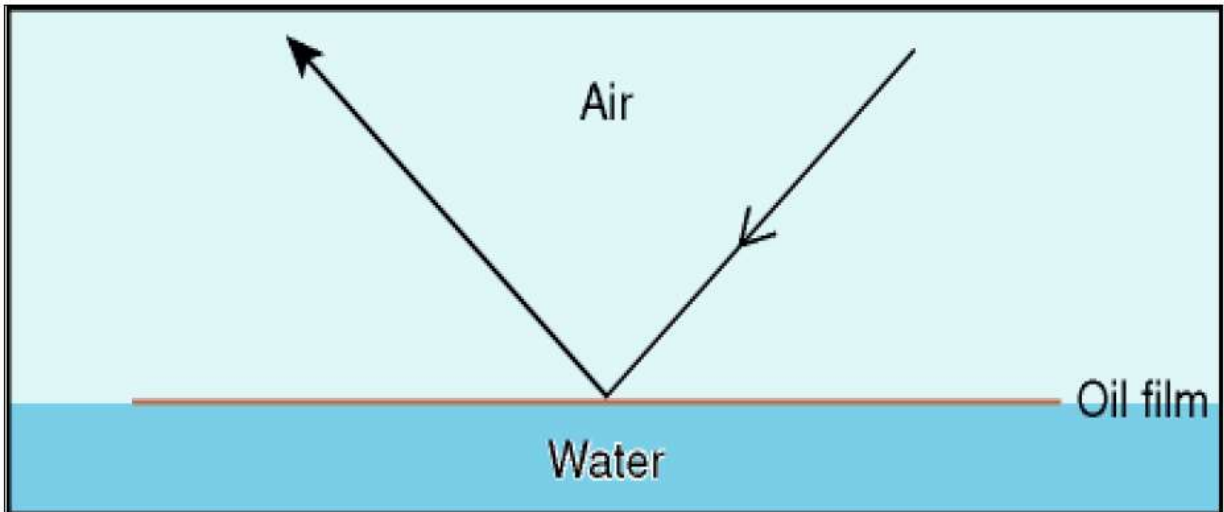


Figure 1 Light Reflecting From Very Thin Oil Films

Oil films below approximately $0.04\text{-}\mu\text{m}$ thickness are invisible. In poor viewing conditions even thicker films may not be observed. Above a certain height or angle of view the observed film may disappear.

Code 2 – Rainbow ($0.3\ \mu\text{m} - 5.0\ \mu\text{m}$)

Rainbow oil appearance represents a range of colours: yellow, pink, purple, green, blue, red, copper and orange; this is caused by constructive and destructive interference between different wavelengths (colours) that make up white light. When white light illuminates a thin film of oil, it is reflected from both the surfaces of the oil and of the water (Figure 2).

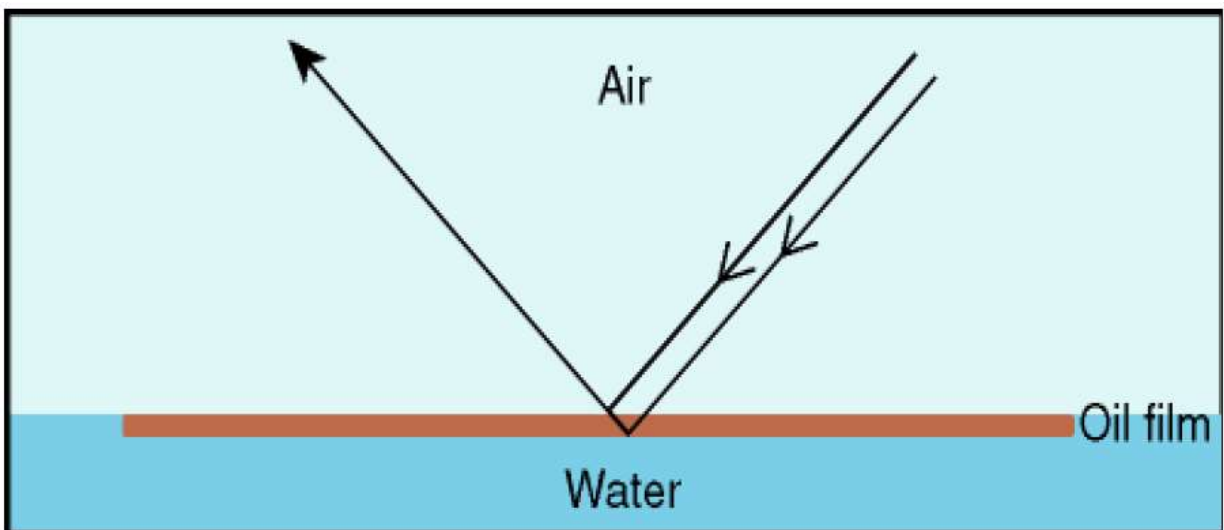


Figure 2 The Rainbow Region

Constructive interference occurs when the light that is reflected from the lower (oil / water surface) combines with the light that is reflected from the upper (oil / air) surface. If the light waves reinforce each other the colours will be present and brighter (Figure 3).

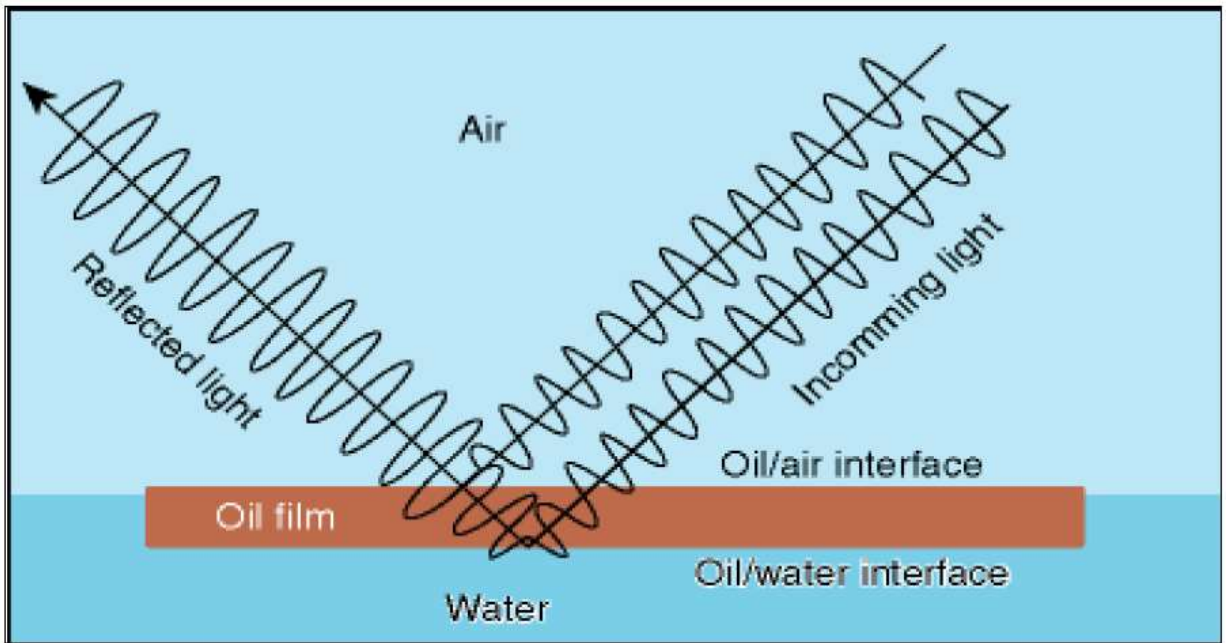


Figure 3 Constructive Interference

During destructive interference the light waves cancel each other out and the colour is reduced in the reflected light and appears darker (Figure 4).

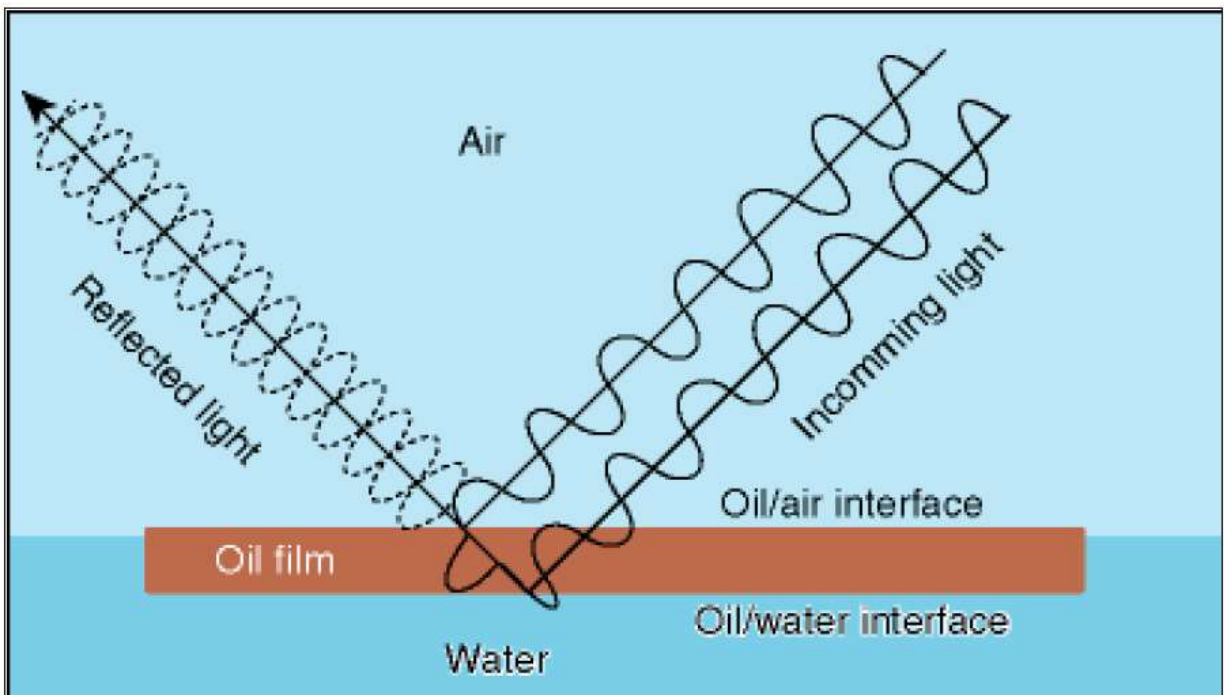


Figure 4 Destructive Interference

Oil films with thicknesses near the wavelength of different coloured light, $0.2\ \mu\text{m}$ – $1.5\ \mu\text{m}$ (blue, 400nm or $0.4\ \mu\text{m}$, through to red, 700nm or $0.7\ \mu\text{m}$) exhibit the most distinct rainbow effect. This effect will occur up to a layer thickness of $5.0\ \mu\text{m}$. All oils in films of this thickness range will show a similar tendency to produce the “rainbow” effect.

A level layer of oil in the rainbow region will show different colours through the slick because of the change in angle of view. Therefore if rainbow is present, a range of colours will be visible.

Code 3 – Metallic ($5.0\ \mu\text{m}$ – $50\ \mu\text{m}$)

The appearance of the oil in this region cannot be described as a general colour. The true colour of the oil will not be present because the oil does not have sufficient optical density to block out all the light. Some of the light will pass through the oil and be reflected off the water surface. The oil will therefore act as a filter to the light (Figure 5).

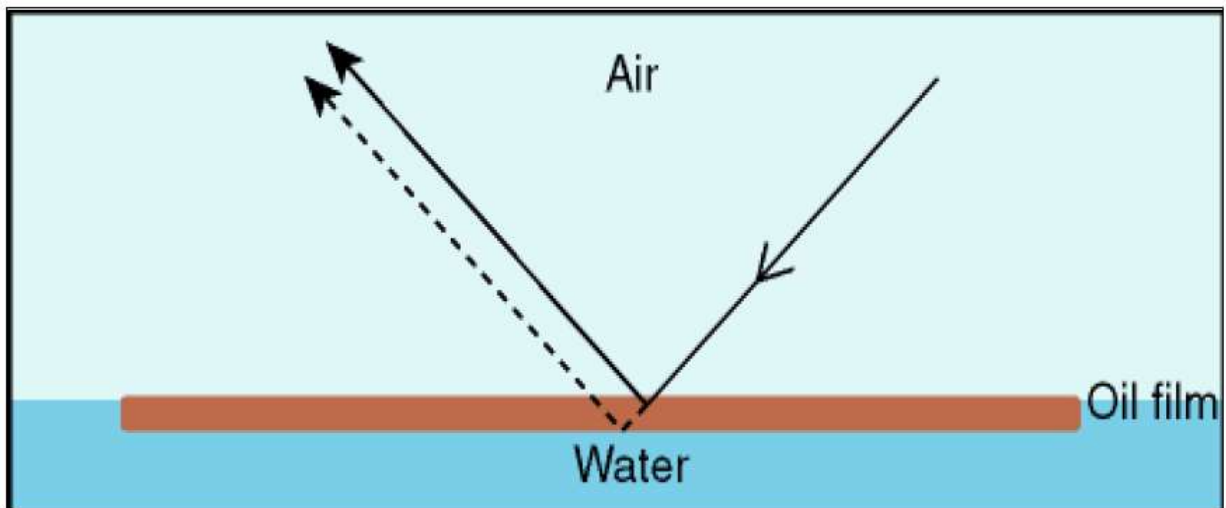
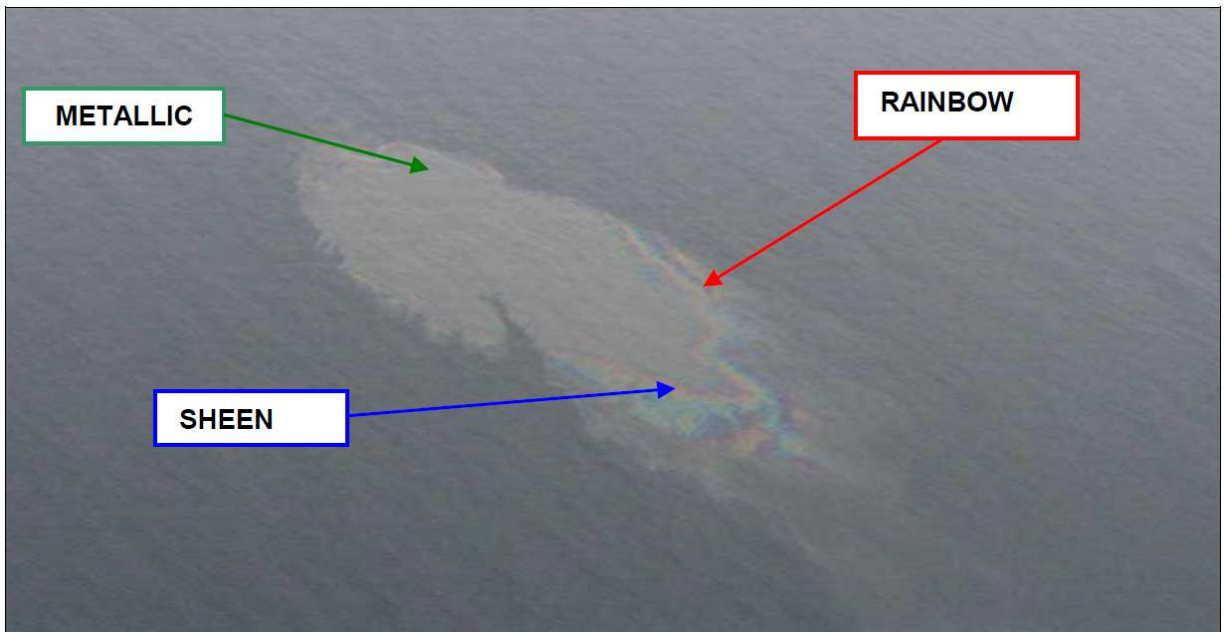


Figure 5 The Metallic Region

The extent of filtering will depend on the optical density of the oil and the thickness of the oil film.

The oil appearance in this region will depend on oil colour as well as optical density and oil film thickness. Where a range of colours can be observed within a rainbow area, metallic will appear as a quite homogeneous colour that can be blue, brown, purple or another colour. The „metallic“ appearance is the common factor and has been identified as a mirror effect, dependent on light and sky conditions. For example blue can be observed in blue-sky.



Code 4 – Discontinuous True Colours (50 μm – 200 μm)

For oil films thicker than 50 μm the light is being reflected from the oil surface rather than the sea surface (Figure 6).

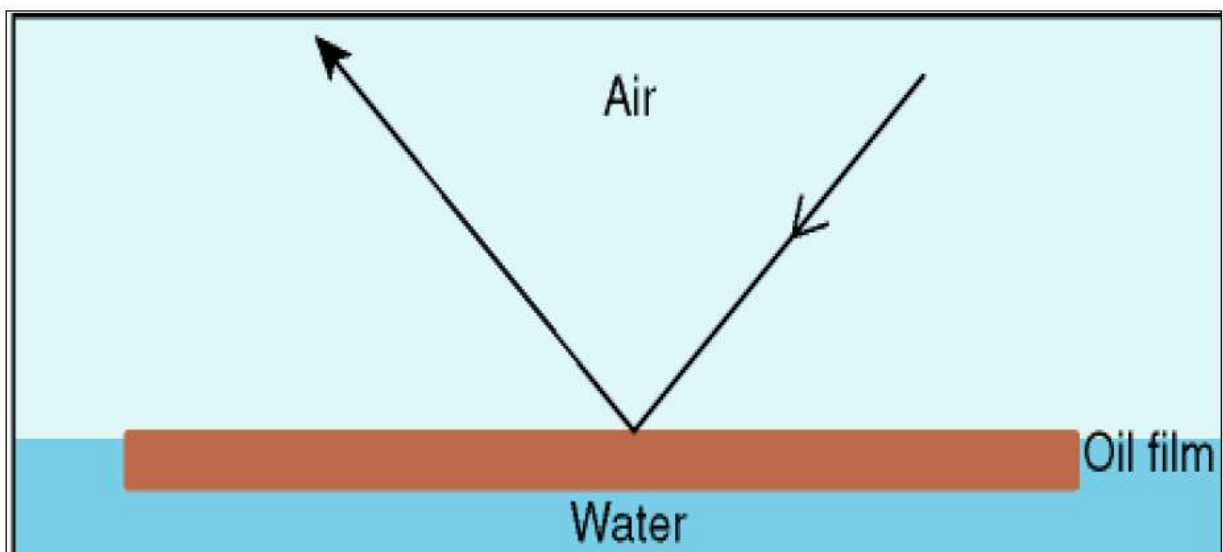


Figure 6 Thick Oil Films

The true colour of the oil will gradually dominate the colour that is observed. Brown oils will appear brown, black oils will appear black. In this appearance category the broken nature of the colour, due to thinner areas within the slick, is described as discontinuous. This is caused by the spreading behaviour under the effects of wind and current.

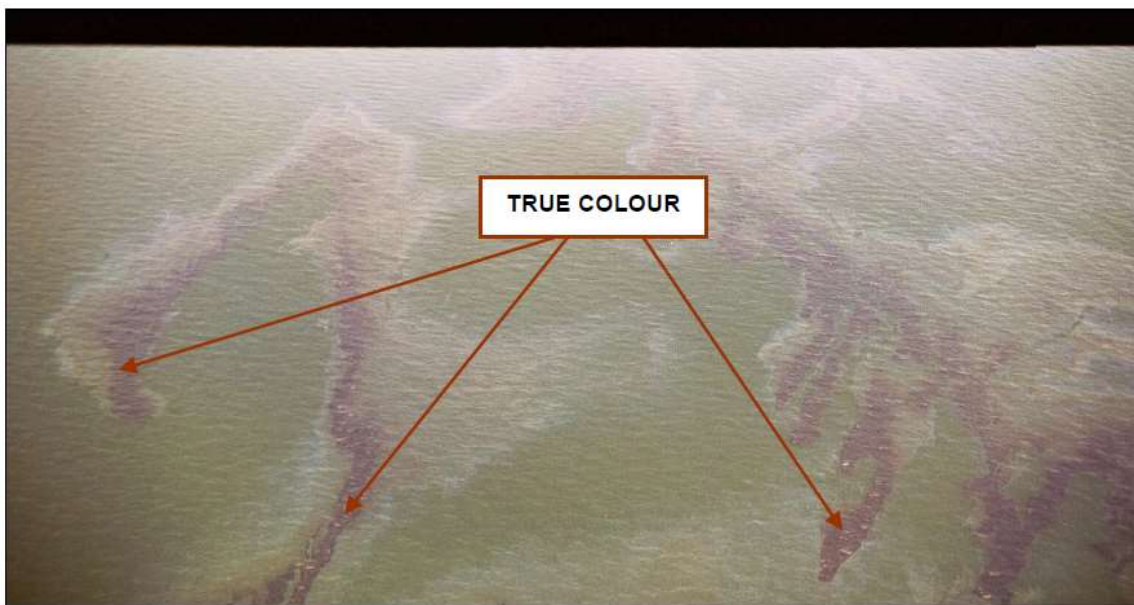
“Discontinuous” should not be mistaken for “coverage”. Discontinuous implies colour variations and not non-polluted areas.

“Discontinuous true colour” appeared to be a difficult appearance to describe and through imagery it may continue to get a clearer picture of what is meant. For now the best result of the elaborations is: **“true oil colour against a background of metallic”**.

When oil is moved by waves, the oil layer obviously is thicker in the wave-trough then on the wave-top. This variation of the “oil appearance” may be understood by indicating “discontinuous”.

Code 5 – True Colours (>200 µm)

The true colour of the specific oil is the dominant effect in this category. A more homogenous colour can be observed with no discontinuity as described in Code 4. This category is strongly oil type dependent and colours may be more diffuse in overcast conditions.



I. International Maritime Organization. Guidelines On International Offers of Assistance in Response to a Marine Oil Pollution Incident.

PPR 2/WP.6
Annex 1, page 1

ANNEX

GUIDELINES ON INTERNATIONAL OFFERS OF ASSISTANCE IN RESPONSE TO A MARINE OIL POLLUTION INCIDENT

1 EXECUTIVE SUMMARY

1.1 This document provides *Guidelines on international offers of assistance (IOA) in response to a marine oil pollution incident* designed for use by any country¹, particularly parties to the OPRC Convention (1990), as a tool to assist in managing requests for spill response resources and offers of assistance from other countries and organizations when confronted with large, complex or significant oil spill incidents. Although developed by a technical group of the IMO, these guidelines could be used during large, complex or significant oil spills within inland areas as well as marine or coastal environments. While these guidelines can play an important role in implementation of the OPRC 1990 Convention, they are not prescriptive or legally binding, and are meant as a tool to assist as needed. These guidelines are designed to be a living document and will be updated as needed.

Focus

1.2 The focus of these guidelines includes:

- .1 large, complex or significant spills that exceed local or regional response capabilities; and
- .2 developing countries as well as those with robust response systems and regimes who may need to manage and coordinate IOA, in particular parties to the OPRC 1990 Convention.

Goals

1.3 These guidelines are designed to:

- .1 provide a framework for the establishment of an incident-specific, comprehensive IOA system within the Requesting Country's response structure, which effectively coordinates and manages requests and/or offers of assistance, and which may supplement processes already covered by existing national, regional, bilateral, multilateral and other mutual aid agreements;
- .2 acknowledge that funding resources from foreign governments and coordinating bodies may require the affected country to pay up front using its own internal funds. Reimbursement from the polluter may or may not be achievable depending on how the Polluter Pays Principle is enacted or enforced in the affected country. It is possible that the affected country may not recover all of their costs during an IOA process; therefore, it is recommended that thorough negotiations about costs and reimbursements occur early in the IOA requesting process; and
- .3 address needs of developing nations as well as those with robust response systems and regimes when managing and coordinating IOA.

¹ In this document, the term "country" is synonymous with "nation" and "state."

II. International Oil Pollution Compensation Funds. Claims Manual. 2019 Edition. *The document can be downloaded by the link:* https://iopcfunds.org/wp-content/uploads/2018/12/2019-Claims-Manual_e-1.pdf

Draft
**GUIDELINES FOR OIL SPILL EXERCISES UNDER
THE CASPIAN SEA PLAN CONCERNING REGIONAL COOPERATION IN COMBATING OIL POLLUTION IN
CASES OF EMERGENCY
'AKTAU PROTOCOL IMPLEMENTATION PLAN'**

Background

1. In developing the draft Guidelines it was recognized that there is extensive experience of regional oil spill exercising around the world and that in drawing up the draft Guidelines the working group should utilize this experience. Three highly relevant references were:

- HELCOM Manual on Co-operation in Combating Marine Pollution, Volume I, Chapter 10, *Exercises and Related Guidelines*
- IMO/IPIECA Report Series Volume 2: *Guide to Oil Spill Exercise Planning*.
- Guidelines for oil spill exercises under the Black Sea Contingency Plan

2. In addition, as the Russian Federation is participating in the Black Sea, the Baltic Sea and the Caspian Sea regional arrangements it was felt that the HELCOM guidelines would be particularly valuable. Also, Russian Federation's contribution and experiences in connection with the development on exercise guidelines for the NOWPAP (Northwest Pacific Action Plan) Region could be useful for the Caspian Sea and the experiences of the I.R. of Iran for the ROPME Sea Area.

3. For this reason, much of the text and terminology used by HELCOM has been adopted in the Caspian Sea draft Guidelines for consistency.

Guidelines for Oil Spill Exercises under the Aktau Protocol Implementation Plan

Introduction

The Guidelines are to be used in the development and implementation of regional cooperation under the Caspian Sea Plan Concerning Regional Co-operation in Combating Oil Pollution in Cases of Emergency (Caspian Sea Plan) in conformance with its Section 2.4 on Joint Training and Exercises.

In designing, developing and executing oil spill exercises the following eight guiding principles have been agreed by the International Maritime Organization (IMO) and IPIECA (the global oil and gas industry association for environmental and social issues). The same guiding principles have been adopted for use in connection with all exercises carried out under the framework of the Tehran Convention as follows:

1. Ensure that management from the top down supports the exercise activity.
2. Set clear, realistic and measurable objectives for an exercise.
3. The thrust of exercising is to improve—not to impress.
4. Simpler, more frequent exercises lead to faster improvements initially.
5. Do not tackle complex exercises until personnel are experienced and competent.
6. Too many activities, locations and participants can overcomplicate an exercise.
7. Evaluating the exercise successfully is as important as conducting it successfully.
8. Planning and conducting a successful exercise is a significant accomplishment.

The activities under the Astrakhan Agreement may be taken into account when developing the long-term exercise schedule as per Annex 1.

Types of Exercises

Under the framework of the Caspian Sea Plan the following types of combating exercises have been agreed upon:

- CASPIAN SEA ALPHA:** Synthetic or Table-top Exercise
- CASPIAN SEA BRAVO:** Alarm or Communication Exercise
- CASPIAN SEA CHARLIE:** Equipment Deployment Exercise
- CASPIAN SEA DELTA:** Operational Exercise
- CASPIAN SEA ECHO:** State-of-the-art Exercise

Decisions on the exercise programme including the types of exercises, aims and goals for the exercises, time for the execution and appointment of Lead Countries are taken during the meetings of the National Operational Authorities. CASPIAN SEA BRAVO, CHARLIE, DELTA and ECHO exercises can be executed independently or in combination with each other.

A proposed Long-term Plan of Exercises in the Caspian Sea region has been attached as Annex 1 to the present Guidelines.

Synthetic or Table-top Exercise (CASPIAN SEA ALPHA)

This exercise type is a 'paper exercise', the aim of which is to create a base for discussion on matters relating to organization, communication, logistics, etc. in combating actions involving two or more Contracting Parties.

The exercise will normally take place during meetings of the National Operational Authorities.

The outline of the exercise is pre-planned in such a way that the players will be presented with a scenario of a pollution incident giving such facts of the incident that most probably would be at hand in the initial phase.

The situation in the initial phase will be followed by presentations of the situation as it has developed at certain chosen later stages.

After each presentation, the players are given the necessary time to consider their national follow-up action in relation to the incident situation.

The national follow-up actions are then presented and discussed.

Alarm or Communication Exercise (CASPIAN SEA BRAVO)

The aim of this exercise type is to test the agreed procedures and lines of communication for reporting, requesting and providing assistance, and to get a picture of the current response readiness of the Contracting Parties when called to assist.

The exercise further aims at familiarizing the personnel with the use and national handling of the adopted POLREP reporting form.

It is not the intention with this exercise that combating equipment and its handling personnel should be activated.

When receiving an exercise POLREP (POLWARN) the participating Contracting Parties should record the time of receipt, time of transmission to the responsible national authority and time of the receipt of POLREP (POLWARN) by the person responsible for initiating further national action.

When receiving an exercise POLREP (POLINF/POLFAC) in addition to the times recorded as for POLREP (POLWARN) the participating Contracting Parties should make a realistic evaluation of the types and the amount of equipment and personnel at their disposal for rendering assistance called for, as well as the time for its arrival at the scene of the accident.

After the termination of each exercise the participating Contracting Parties shall submit a report containing the above-mentioned times and evaluations to the Lead State. The Lead State should compile this information in a report, which should be sent to the Regional Mechanism for further circulation to other Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities.

CASPIAN SEA BRAVO Exercises are executed without notice but within a specified period of time (normally within a calendar week).

CASPIAN SEA BRAVO Exercises can be carried out in turn between two or more Contracting Parties, and the arrangement and the initiation of the exercise are undertaken by representatives of the Parties involved and assisted by the Regional Mechanism, if needed.

The Initiating Party shall develop a realistic exercise scenario, on which the CASPIAN SEA BRAVO Exercise is based.

CASPIAN SEA BRAVO Exercises shall be initiated with a POLREP (POLWARN) message submitted by the Initiating Party to National Contact Points of participating Parties and identified in Annex 1 of the Caspian Sea Plan.

The initial POLREP (POLWARN) and subsequent messages related to the present CASPIAN SEA BRAVO Exercise shall be submitted in writing by a relevant electronic means of communication to the National Contact Point(s) identified in Annex 1 of the Caspian Sea Plan or any other address identified during the present CASPIAN SEA BRAVO Exercise.

In cases where e-mails are used as means of communication an "Automatic confirmation of receipt" could be used. However, a request for "acknowledge" should always be responded to.

The Competent National Operational Authorities of the Parties shall ensure that all operational duty personnel are familiar with these Exercise Guidelines, and the communication procedures set out in the Caspian Sea Plan.

Equipment Deployment Exercise (CASPIAN SEA CHARLIE)

The purpose of this exercise is to test the co-operation between the combating units of the Contracting Parties with respect to both communication and equipment. Involvement of personnel - except those needed for running the equipment - should be very restricted.

CASPIAN SEA CHARLIE Exercises are carried out between two or more Contracting Parties with bordering Areas of Responsibility.

Notice as to the time and event is to be given well in advance of the exercise, and the Contracting Parties not taking part in the exercise and the Regional Mechanism shall be invited to send observers to the exercise.

When planning the date for the execution of the exercise a back-up date should be held in reserve. The participating Contracting Parties must be informed as soon as possible and at least three days in advance if the exercise has to be executed on the back-up date or altogether cancelled.

Reports on the exercise should be sent from the Lead State to the Regional Mechanism for further circulation to other Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities.

CASPIAN SEA CHARLIE Exercises are arranged and executed after direct consultation between the Contracting Parties involved.

Operational Exercise (CASPIAN SEA DELTA)

The aim of this exercise type is partly to test the alarm and communication procedures, the response capability, and the response time of the Contracting Parties, partly to test and train the staff functions and the co-operation between response units (including the response equipment) of the Contracting Parties.

CASPIAN SEA DELTA Exercises are carried out every three years, with the execution of exercises rotating between the Contracting Parties. The meetings of the National Operational Authorities will develop and agree to an Exercise Programme covering three years or more ahead, as appropriate. The Exercise Programme will state who should arrange and host the coming exercises and what should be the aims of these exercises.

The Long-term Exercise Plan is set out in Annex 1 of the present Guidelines.

The agreed Lead State has the overall responsibility to plan and execute the exercise. At the discretion of the Lead State other relevant and realistic elements of an accident at sea may be included in the Exercise CASPIAN SEA DELTA scenario, i.e.: Search and Rescue (SAR), firefighting, emergency transfer of cargo, claims and compensation, shore-line clean-up, wild life protection and restoration etc.

Also, custom and immigration procedures in connection with import and export of emergency response personnel and equipment might be considered as exercise elements.

Further, the application of dispersants might be considered as a response option during a CASPIAN SEA DELTA Exercise. If this option is used, national procedures of approval and spraying limitations should be included as incidents in the exercise planning.

Taking into consideration that different Time Zones apply to the Caspian Sea region the "Exercise Time" in use should be clarified. The use of UTC-time as "Exercise Time" should be considered as an option.

Custom and Immigration clearance for participating units of other Parties could be time consuming, which is why it is recommended to allow one extra day for foreign units prior to the execution day of the CASPIAN SEA DELTA Exercise.

A report, evaluating the results of the exercise and making recommendations for improvements to the Caspian Sea Plan, as appropriate, should be distributed to the Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities (see further section on *Planning and Evaluation of CASPIAN SEA DELTA Exercises*).

While participation in the exercise is voluntary, it is recommended that at least the neighboring countries participate.

State-of-the-art Exercise (CASPIAN SEA ECHO)

The aim of this exercise is to demonstrate the state-of-the-art of a specific topic, e.g. a type of equipment, a response method, and means of communication or scientific tests. Traditional operational response activities will not form a part of this type of exercise.

As the aim of CASPIAN SEA ECHO Exercises is to demonstrate the-state-of-the-art, great emphasis should be given to inviting relevant observers from the Contracting Parties and relevant international organizations, as appropriate.

The exercise should be followed by an immediate exercise briefing in order to benefit from the remarks from the observers. The Lead State should send a report of the exercise to the Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities.

Procedures for the Exercises

To identify exercise traffic and to avoid conflict with exercises undertaken within other agreements, the text of all messages (both to and from the Lead State) shall begin with the words:

"EXERCISE CASPIAN SEA"

All messages shall end with the words:

"EXERCISE-EXERCISE-EXERCISE"

At the end of each exercise the Lead State shall send a final "End of exercise" message to all Parties concerned.

In cases where e-mails are used as means of communication an "Automatic confirmation of receipt" could be used. However, a request for "acknowledge" shall always be responded to.

Exercise Reports

After an exercise the Lead State shall prepare a brief report for submission the other Contracting Parties and to the National Operational Authorities for consideration at its next meeting. The final report, including comments by the National Operational Authorities shall be submitted to the next Meeting of the Contracting Parties for information and approval/adoption, as appropriate. (for reports from CASPIAN SEA DELTA Exercises, see further section on *Planning and Evaluation of CASPIAN SEA DELTA Exercises*).

The report should, as a minimum, cover the following items:

1. Preparation of the exercise
 - a short description of how the exercise was prepared and relevant references
2. Implementation of the exercise
 - date and period of exercise,
 - a brief description of how the exercise was initiated
3. Participating Contracting Parties
 - names of participating Parties with a description of participating units, equipment items and personnel
4. Running and finalization of exercise
 - Under this heading a brief description of following items (if applicable) should be given:
 - scenario
 - command
 - communications
 - finalization of exercise
5. Comments of the participating Contracting Parties

A brief summary of comments received from each participating Parties. Only comments on important matters should be mentioned.

6. Conclusion

- a general conclusion from the Lead State's point of view on lessons learned
 - suggestions and recommendations on how to improve exercises in the future.
 - suggestions and recommendations for improvements or amendments to the Caspian Sea Plan.
- Tables, statistics, figures or pictures can be added as necessary under each item as annexes at the end of the heading.

APPENDIX 1

Checklist of Administrative and Organizational Problems, which could arise in an Operational Exercise (CASPIAN SEA CHARLIE or DELTA)

In general, it is up to each littoral State to take care of all formalities itself. But it is advisable that the Lead State undertakes to make precautions in order to facilitate the granting of all clearance and permissions required.

This checklist is to help the Lead State arranging an operational exercise and the participating Parties not to forget issues of importance:

- diplomatic clearance
- customs questions
- general health and safety issues
- conditions of work
- insurance of personnel
- civil liability for injuries or damage
- accommodation and meals
- medical treatment
- equipment and repairs
- report to the meeting of the National Operational Authorities
- share general programme well in advance, including:

- | | | |
|-----------------------|--|-----------------------|
| * exercise condition | * exercise command | * hotel reservation |
| * briefing/debriefing | * liaison officer | * transports |
| * operational command | * communication | * observers |
| * participating units | * recommended charts | * social events |
| * timetable | * required diplomatic clearance | * information service |
| * pilot regulation | * applicable customs and immigration regulations | * moorage |
| * time zone | * supplies | * first aid |

APPENDIX 2

Planning and Evaluation of CASPIAN SEA DELTA Exercises

Planning

First announcement and invitation to participation should be sent to the Contracting Parties six months in advance of the exercise. This first announcement should:

- inform on the aim, the date, including a back-up date, and place of the exercise; and
- call for participation of ships and observers.

Announcements of participation should be made to the Lead State four months in advance of the exercise.

Having received the announcements of participation the Lead State should send out practical information about the exercise. Examples of such information are given in the preceding section. This information should not include details of the exercise scenario.

In general, it is up to the Lead State to plan the exercise scenario.

Although the aim of a CASPIAN SEA DELTA Exercise is to check and train the operational system as a whole, efforts should also be made to change the tasks of the participating units during the exercise, in order for personnel to gain as much experience as possible from the exercise.

The participating Parties must be informed as soon as possible and at least three days in advance if the exercise has to be executed on the back-up date or altogether cancelled.

Recognizing that most Parties have in place special national custom and immigration procedures for use in case of any real civil emergency, it is however recommended that the Lead State allocate a day Zero minus one (Day 0 ÷1), allowing ample time for necessary custom and immigration procedures applicable to non-real emergency situations.

Exercise Evaluation

An Exercise Evaluation Team (EET) shall, be established, to enable beforehand comments on the exercise scenario, and thus ensure the best benefits of the scheduled exercise. The exercise scenario shall be sent in due time to the members of the EET to enable them to comment thereupon.

The EET normally consists of three members, of which one is from the Lead State, one from the Contracting Party who arranged the previous exercise, and one from the Contracting Party who will arrange the next exercise.

The EET shall, in order to strengthen the operational co-operation between the Contracting Parties, prepare an unbiased evaluation of the exercise.

This evaluation is to be conducted in two steps; as an intermediate evaluation and as a final evaluation.

For the intermediate evaluation the tasks of the EET are:

- to be present during the exercise; and
- to give an oral presentation of the findings and a preliminary evaluation of the exercise to the participants immediately after the exercise (at the Exercise debriefing).

For the final evaluation the task of the EET is:

- to make a written report of the final evaluation including lessons learnt and proposals for future similar activities. The report should be submitted by the Lead State for further circulation to other Contracting Parties in order to have the report presented and discussed at the following meeting of the National Operational Authorities.

The members of the EET agree between themselves on the designation of a Team Leader or Spokes Person and decide between themselves their individual tasks and their geographical location(s) during the execution of the exercise.

APPENDIX 3

FINANCIAL CONSIDERATIONS IN CONNECTION WITH EXERCISE PLANNING

Planning and implementation of regional exercises might have substantial financial impact on the Lead and Host Country as external funding is not considered as an option. The provision and approval of adequate funding is to be considered as an internal national issue, which will require approval from national fiscal authorities well in advance of the exercise and prior to accepting the role as Host/Lead Country.

The following is a non-exhaustive list of expenditures for consideration in connection with planning and implementation of a Regional Exercise.

ITEM	COST ITEM
Exercise planning	<p>Personnel costs:</p> <ul style="list-style-type: none"> ○ Salary ○ Travel ○ Accommodation ○ DSA ○ Local transportation <p>Meeting facilities</p> <ul style="list-style-type: none"> ○ Food and refreshments ○ Secretariat support <p>Necessary trainings and workshops</p> <p>Planning meetings with national and local authorities</p> <p>Printing of exercise documents</p> <p>New documentation, charts, maps etc.</p>
Exercise execution	<p>Personnel costs:</p> <ul style="list-style-type: none"> ○ Salary ○ Travel, international/national ○ Accommodation ○ DSA ○ Local transportation <p>Ships :</p> <ul style="list-style-type: none"> ○ Participating units ○ Boats ○ Observer vessel ○ Fuel, bunkers, water etc. ○ Port fees ○ Pilotage

	<ul style="list-style-type: none"> ○ <i>Charts and maps</i> ○ <i>Loading & unloading equipment</i> ○ <i>Food and refreshments</i> <p>Exercise Control Room</p> <ul style="list-style-type: none"> ○ <i>Personnel costs</i> ○ <i>Photo copying</i> ○ <i>Printing</i> ○ <i>Security guards</i> ○ <i>Charts, maps, black boards etc.</i> ○ <i>Food and refreshments</i> ○ <i>Local transportation</i> ○ <i>Equipment rent</i> <p>Other government agencies, observers and guests</p> <ul style="list-style-type: none"> ○ <i>Accommodation</i> ○ <i>Local transportation</i> ○ <i>Food and refreshment</i> ○ <i>Exercise dinner or reception</i> ○ <i>Briefing facilities</i> ○ <i>Travel, national and international</i> ○ <i>Information and assistance</i> <p>Response equipment rent</p> <p>Lifting, transportation and equipment handling, trucks</p> <p>First aid</p> <p>Shore line response equipment handling and transportation</p> <p>Air planes and helicopters</p> <p>Press/Public information</p> <ul style="list-style-type: none"> ○ <i>Briefing facilities</i> ○ <i>Food and refreshments</i> ○ <i>Phone and Internet</i> <p>Private contractors</p> <p>Logo, certificates, exercise souvenirs</p> <ul style="list-style-type: none"> ○ <i>Carrier bags</i> ○ <i>T-shirts, caps etc.</i>
Post Exercise	<p>Personnel costs</p> <p>Travels</p> <p>Local transportation</p> <p>De-briefing facilities</p>

	<p><i>Dinner / Reception</i></p> <p><i>Reporting and Printing</i></p> <p><i>Photograph and video recording of exercise events</i></p> <p><i>Gifts</i></p> <p><i>De-commissioning, cleaning, repair and conservation of equipment</i></p>
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Long-term Plan for Oil Spill Preparedness Exercises in the Caspian Sea

(The Guidelines and Long-term Plan will be inserted to Annex 9 of the Aktau Regional Implementation Plan)

The responsibility for the planning of the exercises will generally rotate among the Parties in alphabetical order. However, if a Party is unable to plan and host a scheduled exercise (i.e. due to financial constraints), a volunteer will be sought.

Long-term Exercise Schedule

States/Exercise	AZ	IR	KZ	RU	TK
Alpha	Once per year in conjunction with a meeting of the National Operational Authorities.				
Bravo	Twice per year.				
Delta	Once every three years.				