



ARPEL Oil Spill Response Planning and Readiness Assessment Manual and Tool

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With more energy
we renew our
commitment





What is ARPEL?

- A **46 year old association** of oil, natural gas and biofuels sector companies and institutions in **Latin America and the Caribbean**.
- It has a dual **purpose**:
 - *Promoting **industry integration, competitiveness and growth**, and*
 - *Ensuring the sector maximizes its **contribution to a sustainable energy development in the region** through the effective management of environmental and social issues.*
- Its **members** represent **over 90% of the upstream and downstream activities in the region**, and include national and international oil & gas companies; technology, goods and services providers, and industry institutions.



Current members

Member Companies

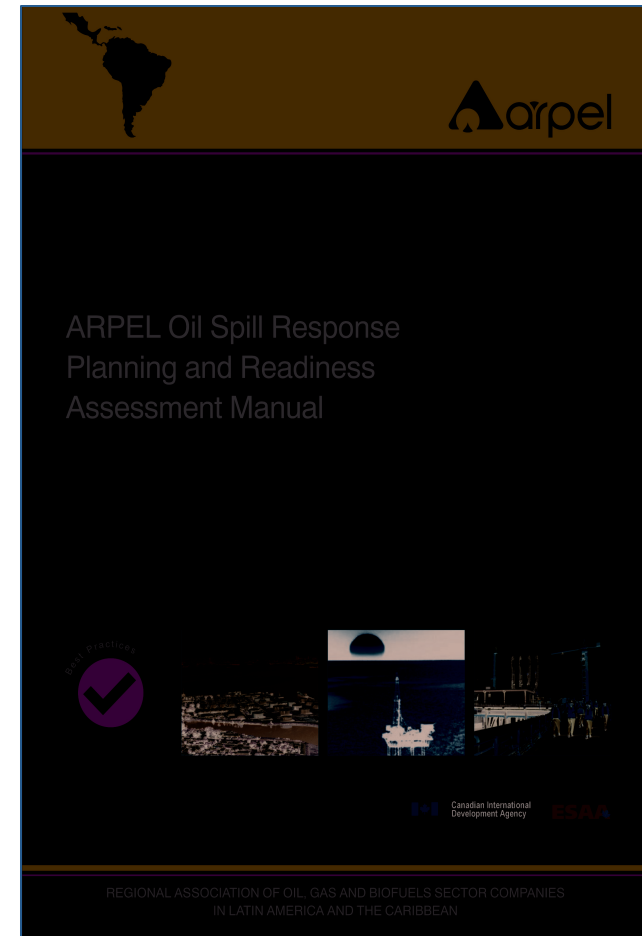


Association members



Objective

The **ARPEL Oil Spill Response Planning and Readiness Assessment Manual and Tool** were developed to assist governments and companies in assessing their level of oil spill response planning and readiness management in relation to commonly agreed pre-established criteria considering international Best Management Practices.



National and International Standards

- MARPOL/OPRC
- IMO Guidelines
- Industry guidelines (IPIECA, ARPEL, API)
- ISO 9000 y 14000
- **2008 IOSC Guideline**
- Laws and regulations

**The guidelines
and practices in
this document
are suggested;
NOT mandatory**



2008 International Oil Spill Conference

Assessment of Oil Spill Response
Capabilities:
A Proposed International Guide for Oil Spill
Response Planning and Readiness
Assessments



Technical Report IOSC-009



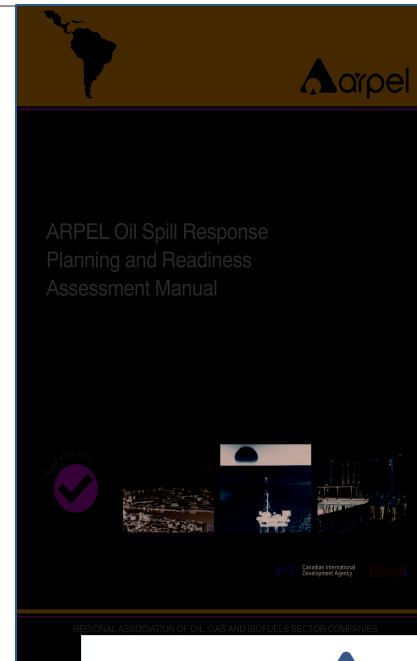
Scope

- Oil (hydrocarbon) spills
- Does not include hazardous or noxious substances, however, since it is management ...
- Directed at any number of possible spill scenarios
 - *spill sources (i.e., tank vessels, pipelines, platforms)*
 - *receiving environments (i.e., land, inland waterways, offshore, etc.)*



Manual and RETOS™

- The **Manual** provides the background for OSR management assessment and explains the terms used, the approach to the assessment process, and the concept for a Global Improvement Program.
- **The Tool (RETOS™)** is an Excel™ application intended as a checklist-type approach for a specific Program and Level evaluation.



ARPEL
REGIONAL ASSOCIATION OF
OIL, GAS AND BIOFUELS SECTOR COMPANIES
IN LATIN AMERICA AND THE CARIBBEAN

ARPEL Oil Spill Response Planning and Readiness Assessment
Readiness Evaluation/Excel Tool for Oil Spills (RETOS)

NOTE TO NEW USERS

To start, select the appropriate colored tab for the LEVEL being assessed. If this is the first time used for a specific Country or Countries then begin with LEVEL 1.

For each criteria listed (row), enter a value in the column for the appropriate indicator: 0=Missing, 1=Partial, 2=Complete

If a criteria is NOT APPLICABLE, do not enter a value for criteria but do enter N/A and make sure to add a COMMENT.

NAME OF COUNTRY ASSESSED:	EXAMPLE
LEVEL ASSESSED:	1
PERSON(S) CONDUCTING ASSESSMENT:	DAVID DAVIDSON
DATE OF ASSESSMENT:	8 December 2011



Definitions: Criteria

- Individual base concepts that are evaluated and form the core of the OSR management assessment matrices
- Examples:
 - *'Initial spill notification checklists/forms are readily available'*
 - *'Callout procedures include flow charts for internal and external parties with contact data'*



Definitions: Programs

- Refers to the **specific OSR program** that is being assessed or evaluated; e.g.:
 - *Terminal 'XXX' OSR Program,*
 - *Country 'YYY' National OSR Program*



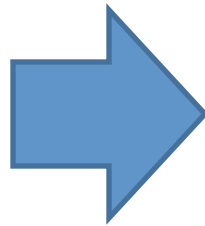
- The **OSR Program** is more than just an Oil Spill Contingency - or Response - Plan.





Definitions: Scopes

The seven (7) SCOPES used in this Manual represent OSR programs from two perspectives: **Government and Industry**



- **Government or Industry**
 - 1. Facility – Terminal, plant*
 - 2. Facility/Asset Operation - Pipelines, vessels, fleet*
- **Government**
 - 3. Port/City/Local*
 - 4. Area - Region, Province, State*
 - 5. National (& Multi-National)*
- **Industry**
 - 6. Country or Business Line (e.g., Production)*
 - 7. Corporate*



Definitions: Categories and Elements

- 10 categories (A to J)
- Represent headings for the 28 OSR elements of the 2008 IOSC Guideline

2008 International Oil Spill Conference

Assessment of Oil Spill Response
Capabilities:
A Proposed International Guide for Oil Spill
Response Planning and Readiness
Assessments

International Oil Spill Conference

AP+MO+MEDA+VMS+ISAR+USOS+USOP
IOSC 2008
Technical Report IOSC-009





Definitions: Levels

- For each SCOPE to be assessed, the user first selects any of the 3 **Assessment Levels** which are increasingly more demanding in terms of OSR planning and readiness competencies (i.e., stricter criteria)
 - **Level 1:** *All components are in place, at least to a minimum level, to ensure a reasonable OSR management capacity. Plans are in place and fully implemented.*
 - **Level 2:** *This level reflects programmes with the feedback and evaluation process necessary for improvement and sustained management capability.*
 - **Level 3:** *This is the top level and reflects programmes in search of excellence. Application of Best International Practices in OSR concepts, management, planning, and competency.*

ASSESSMENT LEVELS do not correspond to Tiers in the OSR planning sense!!!





Definitions: Indicators

Options by which evaluators can specify the level of fulfillment for each criterion

- **Missing** – no information, inadequate information, and/or lack of confirmation found for the criterion
- **Partial** – information, documentation, or other confirmation reveals some aspects are addressed but is incomplete or does not fully satisfy the criterion listed
- **Complete** – the evaluator (user) has reliable evidence that the criterion has been met



Definitions: Toolbox

- List of references to more information on key Categories and Elements.
- Specific **cross-reference to Elements (or Sub-Elements) in the 2008 IOSC Guideline** for each of the criteria in the matrices.
- **Cross-reference to selected publicly-available best international practice guidelines and manuals** that can aid personnel tasked to conduct an assessment, as well as those that are subsequently assigned to fill the gaps found during the assessment process.





Manual – Scopes

- There is one Chapter per each of the 7 Scopes
- Each Chapter includes: Description of Scope, Examples, Concept of Levels, Notes on Applicable OSR Categories and **Matrix of criteria** and references listed in **Toolbox**

Where to find info to fill the gap?

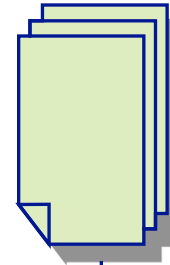
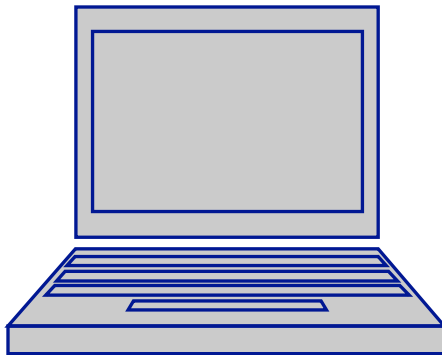
GOVERNMENT NATIONAL (& MULTINATIONAL) PROGRAM			
Level 1	Level 2	Level 3	Toolbox
A. LEGISLATION, REGULATIONS & AGREEMENTS			
National legislation stipulates requirements for OSR and assigns responsibilities. Designated Authority (also referred to as Competent National Authority or Lead Agency) is indicated (see also B Contingency Planning).	National legislation addresses passing tankers, innocent passage, and non-petroleum specific activities (e.g., non-tank vessels, power utilities, transportation). Designated Authority and support agencies are indicated (see also B Contingency Planning).	Lead and support agencies are indicated including weather and marine forecasting capability. Roles of other agencies and cooperatives are also assigned (see also B Contingency Planning) and interagency agreements, guidelines and laws listed. Relation to private industry is also defined.	<ul style="list-style-type: none">• IOSC 2008 Guidelines - Element 1• ITOPF Country Profiles www.itopf.com• IMO, 1995

Increasingly stricter criteria for each Category

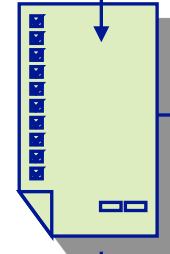


How to Use RETOS (the Tool)

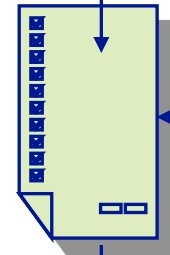
**RETOS (Readiness Evaluation/Excel
Tool for Oil Spills)**



Open Excel File application
and select appropriate tab
for SCOPE and LEVEL



Print spreadsheet for use
during assessment



Enter results from
assessment into
spreadsheet

Gap Assessment and Program Evaluation

Global Improvement Program





Next Steps

- Capacity building workshops
 - *Rio de Janeiro (November/2011)* ✓
 - *Trinidad & Tobago (22-23 May, 2012)* ◀
 - *Importance of joint national industry/government participation*
- Dissemination
 - *Brochure and CD-Rom with Manual/RETOS*
 - *2012 Interspill*
 - *Wider endorsement by international organisations such as IPIECA or IMO?*
→ *Global Initiative tool?*
- Continuous improvement:
 - *OSRL/ITOPF/IMO/Total 'field test' (January/2012) defined it as an "excellent and comprehensive tool" and suggested enhancing "user-friendliness" of the Tool*
 - *Improve tool based on responses from tool use, filling critical gaps, and response to assessment – Options under discussion*



Thank you!!!

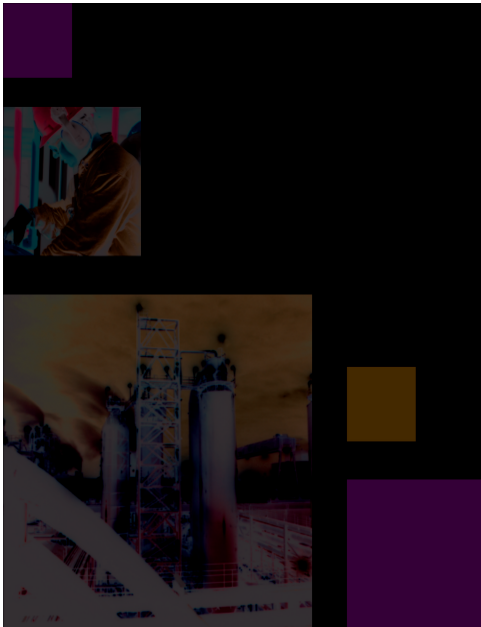
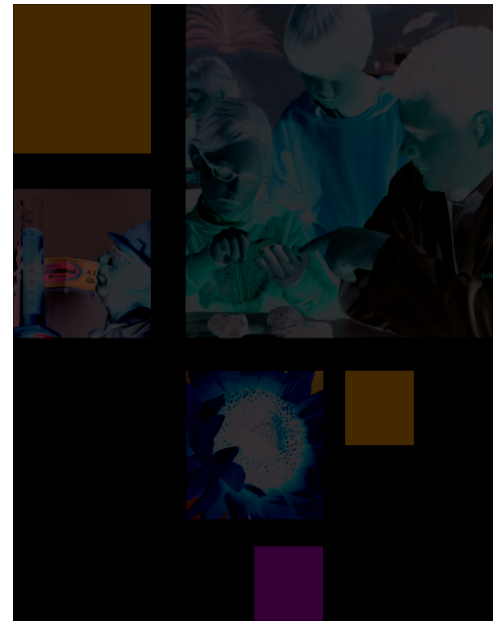
Questions?



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(598) 2410 9207



Definitions: Categories and Elements

Category	Element
A. Legislation, Regulations & Agreements	<ol style="list-style-type: none">1. Legislation and Regulation2. Multi-National Agreements
B. Oil Spill Contingency Planning	<ol style="list-style-type: none">3. Spill Risk Analysis4. Resources at Risk5. Risk Minimization6. Evaluation of Response Options, Equipment and Personnel7. Net Environmental Benefit Analysis8. Expert Information Sources9. Plan Development
C. Response Coordination	<ol style="list-style-type: none">10. Response Management Systems11. Notification Systems12. External Communication





Definitions: Categories and Elements

Category	Element
D. Health, Safety & Security	13. Health and Safety for Responders and Public 14. Security
E. Operational Response	15. Source Control, Salvage, and Firefighting 16. Response Strategies 17. Waste Management 18. Wildlife Recovery, Care, and Rehabilitation
F. Tracking, Assessment, and Information Management	19. Spill Monitoring, Tracking, and Sampling 20. Cleanup Assessment 21. Data Management and Access





Categories and Elements

Category	Element
G. Logistics	22. Logistics 23. Communications 24. Demobilization
H. Financial and Administrative Considerations	25. Finance, Administration, and Procurement 29. Claims*
I. Training & Exercises	26. Exercises 27. Training
J. Sustainability & Improvement	28. Sustainability and Improvement

* 'Claims' was not originally included as an Element in 2008 IOSC Guideline

