NEAR-SHORE PROTECTION GROUP SUPERVISOR JOB AID

Position: Near-shore Protection Group Supervisor

Section: Operations Section

Mission:
To implement portions of the Incident Action Plan prepared by the Environmental Unit and Shore Cleanup and Assessment Unit (Planning) pertaining to near-shore protection (pre-oiling) such as booming of sensitive shores and retrieval of mobile oil.

Duties:
- Report to the Protection and Recovery Branch Director for situation briefing and assist in identifying equipment, services, and personnel requirements for shore protection.
- Identify leaders for field crews and inform them of their responsibilities.
- Review assignment lists (ICS 204).
- Coordinate activities with other operational groups.
- Assign specific work tasks to strike team/task force leaders.
- Inform all leaders of reporting relationships, communication procedures, and safety requirements.
- Prepare equipment acquisition forms for additional equipment and/or personnel.
- Prepare shift-rotation schedules, de-briefing meetings, and crew logs for strike team/task force leaders.
- Participate in developing branch plans for next operational period.
- Submit situation and resource status information to branch director.
- Report special occurrences or events such as accidents or sickness.
- Address logistics issues for the transportation, feeding, and care of field workers.
- Maintain unit/activity log (ICS form 214)