



POSOW

Preparedness for Oil-polluted  
Shoreline cleanup and  
Oiled Wildlife interventions

# OIL SPILL VOLUNTEER MANAGEMENT

## TIPS FOR GOOD VOLUNTEERING

### Your contribution is important

- Refer always to the direct superior
- Respect your roles and the one of others
- We are all important**
- Take care of the equipment you are in charge of
- Suggestions are always appreciated
- Briefings are made for sharing**

### Health always comes first

- Refer to Safety Manager
- Be aware how to use PPE properly
- Control and help other volunteers
- Follow your tasks and ask the person in charge if you have any doubt
- When tired take a rest and change tasks:
  - It's for your safety and the one of others**
- Report any accidents or near missed incident

### Rights - Duties

- Ask for casualty insurance:
  - Accidents and disease related to your activities**
  - Civil liability insurance**
- Be informed on legal legislation:
  - Liability**
  - Type of reimbursement**
- Never underestimate on-scene training and briefings:
  - Essential information is provided**
  - You can improve team work with your experience**
  - Oil spill response is ever-changing**
- Your effort deserves recognition

### Accident/near miss report

This is a suggested form taken from the guide 'Management of Volunteers in Coastal Pollution Response', produced in the framework of the ARCOPOL project in 2012.

#### Accident/near miss report

Date (DD/MM/YY): .....

Time: .....

Location: .....

PERSONS INVOLVED: 1- Full name: ..... Occupation: .....  
 2- Full name: ..... Occupation: .....  
 3- Full name: ..... Occupation: .....

ACCIDENT/NEAR MISS: Description: .....

Injuries sustained: .....

Treatment received: .....

Damage caused: .....

NOTIFICATION  Police  Work authority  Insurer  Other  Specify: .....

Other actions to prevent further occurrence: .....

Writer Full name: .....  
 Position: .....  
 Date: .....  
 Signature: .....

### Volunteers handout

This is a suggested handout taken from the guide on 'Management of Volunteers in Coastal Pollution Response', produced by Cedre in the framework of the ARCOPOL project in 2012 (inspired by the Northern Ireland Department of Environment Shoreline Response System). This handout can be used as a basis for a contract to be signed by the volunteers to ensure that the minimal requirements are respected and well known.

#### Age, medical issues, requirements

Human safety is the primary concern and supervisory personnel will seek to eliminate or minimize hazards from the worksite. Volunteers who are not fit and healthy will therefore not be selected.

All volunteers must be 16 years or over and in good health with no substantive medical conditions. If you are pregnant, taking certain types of medication, have allergies or you have a kidney, liver or lung disorder, it is recommended that you consider consulting a doctor before volunteering.

In order for response operations to be efficient and ongoing, all volunteers must sign up for a minimum duration of "....." days (duration to be defined by the competent authorities).

#### Hazards

It is important for you to be aware of the following hazards that you may encounter during training and actual oil spill response:

- Exposure to sun, wind and rain
- Hypothermia, hyperthermia
- Exhaustion
- Injury from birds or sea turtles while handling them
- Injury while walking on oily or uneven surfaces, such as rocks at beaches
- Drowning while wading into the water to execute cleanup or capture birds
- Possible exposure to noxious chemicals, which can affect the skin by contact
- Tetanus (make sure your vaccination/booster dates from less than 10 years)
- Exposure to bacteria, fungi, viruses, parasites, and animal dander
- Exposure to potentially harmful fumes such as those arising from hydrocarbons
- Domestic hazards associated with food preparation, slippery floors, detergents
- Possible injury while operating or being around vehicles/heavy machinery.

#### Conditions and working obligations

Volunteers are expected to obey all safety regulations and follow the instructions of supervisors and the site safety officer during training, induction and when on the oil spill response site. In particular, they are required to:

- Fill in their volunteer registration form accurately, in particular as regards personal information about: emergency contact details, current medications, allergies, and special health considerations
- Ensure that the supervisor or safety officer is aware of or is made aware of, any signs of illness and any injuries
- Be able to complete a minimum number of shifts within a seven day period
- Refrain from smoking anywhere in the spill response area
- Wear PPE and appropriate clothing in terms of the climate and identified risks, and bring changes of clothes. Protective gear will be provided
- Bring no items that may pose a significant sparking hazard, such as mobile phones, lighters, matches, cigarettes, flashes
- Bring sufficient food and water for the first few hours from arrival. Food and drink will be provided thereafter.

#### Medias

- The Media Co-ordinator is responsible for supplying information requested by the media. Only specifically authorised persons should communicate with the media
- Volunteers receiving direct requests from the media should ensure that the request gets to the appropriate Response Co-ordinator.

#### Photos and videos

- Volunteers wishing to take/publish photographs or videos must ask permission from the supervisor responsible for the area.

#### Safety of personal possessions

- You are responsible for the safety of your personal possessions
- We suggest that you do not bring valuables to the spill site.



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