



# Report

## National Workshop on Contingency Planning

11 to 14 December 2006

Aberdeen, Freetown, Sierra Leone





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## **Executive Summary**

A National Workshop on Contingency Planning was held at the Kimbima Hotel, Aberdeen, Freetown from 11 to 14 December 2006, by Sierra Leone Maritime Administration (SLMA) in collaboration with the International Maritime Organisation (IMO) and the International Petroleum Industry Environmental Conservation Association (IPIECA).

The Workshop drew participants from within the IMO; Government Ministries, Departments and Agencies; Oil Industry; Academia and Non-Governmental Organizations. Presentations and Case Studies were considered at the Plenary Sessions as well as deliberations on the Oil Spill Contingency Plan for Freetown and Environs, dated November 1994, were done in three Syndicate Groups.

The deliberations of the Oil Spill Contingency Plan were carried out by three Syndicate Groups and the outcomes and considerations were then presented and discussed during the Plenary Session. These discussions were then transformed into a Plan of Action for the development of a revised National Oil Spill Contingency Plan for Sierra Leone.



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## Course Information

<b>Course Title:</b>
National Workshop on Contingency Planning
<b>Host:</b>
Sierra Leone Maritime Administration, Ministry of Transport and Communications, Sierra Leone
<b>Venue</b>
Kimbia Hotel, Aberdeen, Freetown, Sierra Leone.
<b>Date</b>
11 – 14 December 2006
<b>Type</b>
National
<b>Organised by</b>
Sierra Leone Maritime Administration, Ministry of Transport and Communications, Sierra Leone
<b>Supported by</b>
The International Maritime Organization (IMO) and the International Petroleum Industry Environmental Conservation Association (IPIECA).
<b>Number of participants</b>
23
<b>Number of trainers</b>
1
<b>Report Author</b>
John Østergaard



## 1 INTRODUCTION

The first National Oil Spill Contingency Plan for Freetown and Environs, Sierra Leone, was developed by an Oil Spill Planning Working Group established by the Department of Transport and Communications in June 1993 under the Chairmanship of Shell. The Working Group presented its findings - a draft National Plan - to the Authorities in November 1994.

The Plan was developed in two Sections; the first Section covered the coastline from the Northern border of Sierra Leone and Guinea to the Freetown Peninsula and included the Sierra Leone River, its creeks and inlets and the assorted coves along this shoreline. The Second Section covered the coastline from the Freetown Peninsula to the Southern border between Sierra Leone and Liberia.

Due to the civil unrest in Sierra Leone, the National Oil Spill Contingency Plan was never implemented. In connection with the rebuilding of the Country, the Ministry of Transport and Communication has instructed the Sierra Leone Maritime Administration (SLMA) to review the 1994 Plan and prepare a Plan of Action for re-drafting the National Oil Spill Contingency Plan, taking into consideration the current and expected future development at the Governmental and industrial developments.

According to the instruction given to the SLMA, the revised National Plan should be based on the Tiered response system. Under this system, Port Authorities and oil terminals should be responsible for a response to Tier 1 incidents at their own facilities and a Governmental Agency should be responsible for a response to Tier 2 and Tier 3 incidents within the Sierra Leone Response Zone.

It is assumed that all oil spill incidents should be reported to a Central Governmental Agency who should also be responsible for monitoring the effective development, implementation and control of local Tier 1 response plans.

Following his participation in the IMO/IPIEC Regional Oil Spill Workshop in Libreville, Gabon in April 2006, the Executive Director of SLMA invited the International Maritime Organization (IMO) and the International Petroleum Industries Environmental Conservation Association (IPIECA), under the Global Initiative (GI) for Africa to assist in the review and development of a revised National Oil Spill Contingency Plan (NOSCP). Against this background, both IMO and IPIECA were invited to assist in the implementation of a National Workshop to be held from 11 to 14 December 2006 in Freetown, Sierra Leone.

The IMO Marine Environment Division in co-operation with the Technical Co-operation Division contracted Mr. John Østergaard, Director of The Oil Spill Training Company Limited, to represent IMO at the National Workshop. The cost of which was funded under the IMO Integrated Technical Co-operation Programme.

## **2 OBJECTIVE**

The main objectives of the National Workshop were:

- To review the National Oil Spill Contingency Plan from 1994, in order to consider what amendments and changes that have to be introduced in order to ensure that the Plan reflect the current and future situation in Sierra Leone;
- To ensure that the Plan is in compliance with international guidelines; and
- To ensure that the Plan facilitates Sierra Leone's participation in international co-operation under the International Convention on the Protection of the Marine Environment of the West and Central Africa (WACAF) from 1986, its Protocol on Co-operation in Cases of Serious Marine Pollution Incidents (the Emergency Protocol) and International Convention on Oil Pollution Preparedness, Response and Co-operation, 1990 (OPRC 1990).

Secondary objective:

- To agree to a Plan of Action for the drafting, finalization and implementation of a revised NOSCP, based on the findings of the National Workshop.

## **3 VENUE, DATES, ROLE OF PARTICIPANTS**

- 3.1** The National Workshop was held at the Kimbima Hotel, Aberdeen, Freetown, the Capital of Sierra Leone, from 11 to 14 December 2006.
- 3.2** The International Workshop was organized by the SLMA and supported by IMO and IPIECA under the umbrella of the Global Initiative for WACAF.
- 3.3** 23 Participants representing Ministries, Governmental Agencies, Local Authorities, the oil and shipping industry and NGOs.
- 3.4** The role of the participants was to participate active in the Workshop deliberations and to provide inputs relevant to the responsibilities and duties of the Administration or industry they represented with regard to the National Plan.
- 3.5** The role of the International Expert was to provide lecturers on issues relevant to the programme of the National Workshop, to act as facilitators during the syndicate sessions on day two and day three and to assist the Organisers in the development of a Plan of Action and Conclusions at the end of the Workshop.

## **4 COSTS**

The funding for the IMO Consultant's participation was provided by the IMO TC Fund under project number: TC/0104-01-2000

The funding for the IPIECA participation was provided by IPIECA under the IMO/IPIECA GI WACAF Project.

## **5 ACTIVITIES AND PROCEEDINGS**

### **5.1 Pre-Workshop arrangements**

The Executive Director of the SLMA consulted with all the key stake holders of the NOSCP. The purpose of which, was to consider the Workshop Programme and to ensure support for the event.

### **5.2 Opening of the International Workshop**

The opening ceremony commenced at 10:00 am, Monday, 11 December 2006.

A welcome address was presented by Mr. Philip Lukuley, Executive Director of the SLMA. He apologized that the Minister of Transport and Communications, due to a Cabinet Meeting, was unable to attend the opening of the Workshop. He highlighted the need for effective national contingency planning due to the ever increasing stress on the marine environment and stated that over the last years, the protection of the environment had not been given priority. He noted that serious oil pollution could have devastating effects not only on the environment but also on the livelihood of many people living along the coast and for those made their living as fishermen or sailors. He ended his address by stating that due to the lack of specific knowledge on oil spill contingency planning in Sierra Leone, IMO and IPIECA had been invited to assist in the planning process and that he was honoured to have their assistance.

Opening Remarks were given by Mr J. Østergaard, representing the International Maritime Organization, and are attached at Annex 5.

### **5.3 Proceedings of the International Workshop**

The remaining part of Monday, 11 December 2006 was dedicated to the Technical Sessions, with the presentation of nine papers.

#### **Session 1: OPRC 1990, Obligation of Parties and the International Legal Background – by John Østergaard**

The key objectives of the 1990 International Convention on Oil Pollution Preparedness, Response and Co-operation (OPRC 1990) is to develop national response systems and to facilitate international co-operation and mutual assistance. This is made possible through the NOSCP. However, there should be a national organization and a responsible administration to provide assistance when needed, and a 24-hours accessible communication point. All oil handling facilities and ports should have their individual oil spill contingency plan (OSCP) and there should also be a legal requirement to report all oil spill incidents. It was noted that international co-operation could be divided into 4 levels: national, bilateral, regional and global.

In general this session followed the lecture on the OPRC 1990, from the IMO OPRC Model Course, Level 3.

#### **Session 2: The importance of working together (Government and Local Industry Representatives) - by Representatives from the SLMA and the Oil Industry**

The presentation focused on the current status of oil spill contingency plans in Sierra Leone. There is a high awareness of the threat from oil spills, not only from local

shipping and importers of oil products, but also from passing tankers offshore. At present there is no contingency procedures in place and the Contingency Plan from 1994 is considered outdated and in need of an urgent revision.

There is one oil terminal at the outskirts of Freetown that imports refined products. Some 90 – 95 % of all products consumed in Sierra Leone are imported via this terminal. The terminal is considered to be in a very bad condition. The fire system and the three loading arms has not been working for several years, The Pier itself is in a very poor condition and the Harbour Master informed the Workshop that many tankers Captains have complained about the general conditions and in particular the safety conditions. It was noted that there are a few other tank farms in the Country but the condition of these farms is critical. The poor condition of the oil pier was confirmed during a visit to the location on Tuesday afternoon.

In general, the oil industry was positive and prepared to assist in the development of the revised National Plan

### **Session 3: IMO/IPIECA Video, Working Together**

### **Session 4: Liability and Compensation – by John Østergaard**

Two International Conventions were discussed: 1) The Civil Liability Convention 1992 (CLC 92) and The Fund Convention 1992 (Fund 92). These two conventions apply only to tankers. Under the CLC 92, the tanker owner is held responsible for the clean-up costs of any spill up to \$US 90 – 100 million, depending on the size of the tanker. Fund 92 provides an avenue for additional funding where the tanker owner has reached his liability limit, and provides compensation for up to approximately \$US 300 million. The basis for compensation from these two international compensation schemes is 'reasonability' and 'acceptability' in the assessment of the damages. In general the session followed the lecture on Claims and Compensation, from the IMO OPRC Model Course, Level 3.

## **DAY 2 Tuesday, 12 December 2006**

### **Session 5: National Contingency Planning – by John Østergaard**

The levels of national oil spill contingency planning i.e. national, regional, local (ports and terminals) were explained. The relationship between national legislation and the OPRC 1990 and the WACAF Convention and the designation of National Responsible Authority and National Contact Point were discussed. Designation of Implementing and Operational Authorities, National and Local On-Scene Commanders, The role of Key Personnel, National Response Centre and Duty Officers, Custodian of the National Plan, Call for assistance and relationship with national custom and immigration authorities were also discussed. In general, the session followed the lecture on National Contingency Planning from IMO OPRC Model Courses Level 3.

### **Session 6: Visit to the NPC Oil Terminal, outside Freetown.**

The afternoon was dedicated to a technical visit to the NPC Oil Terminal. It was noted that the oil pier itself was in very poor condition resulting in visiting oil tankers approaching the pier with outmost care. The cargo handling facilities were in a poor condition and none of the three loading arms were operational and the emergency fire fighting system had not been in working conditions for several years. Also the

associated tank farm was in a poor condition and in several places there were signs of damage inflicted during the civil war.

The Deputy Harbour Master informed the Workshop that most masters on visiting tankers complained about the poor safety conditions of the terminal. As almost all oil products consumed in Sierra Leone are imported via this terminal, a serious accident at the terminal would immediately result in a national shortage of all oil products, as the national refinery was destroyed during the civil war.

There is a urgent need to repair/up-date the oil pier and all THE facilities related to oil handling and safety. In particular, steps should be taken to initiate a much needed and urgent repair of the pier itself and its fire fighting systems.

### **DAY 3 Wednesday, 13 December 2006**

#### **Session 7: Agreement for Regional/Sub-regional Co-operation - by John Østergaard.**

The outline of the International Convention on the Protection of the Marine Environment of the West and Central Africa (WACAF) from 1986, its Protocol on Co-operation in Cases of Serious Marine Pollution Incidents (the Emergency Protocol) was presented with particular emphasis on the mandatory obligation of Parties to develop NOSCPs. Recommendations on amendments to the Convention and its Emergency protocol were explained together with the role of the IMO and IPIECA in connection with an effective implementation of the Emergency Protocol.

#### **Session 8: The Contingency Planning Process in Sierra Leone - by John Østergaard.**

Following the discussions during the previous sessions, the Consultant developed a short comparison between the 1994 Contingency Plan and the International Guidelines on Contingency Planning. A PowerPoint presentation (Annex 6) was used as an introduction to the work to be carried out by the three syndicate groups.

#### **Session 9: Syndicate Groups - by the SLMA**

The composition of the three Syndicate Groups was established by the SLMA, however, each Group elected its own Chairman and Reporter. The Groups were instructed to finalise their deliberations by the close of day.

The IMO Consultant provided technical assistance to the three Groups.

### **DAY 4, Thursday, 14 December 2006**

#### **Session 10: Presentation of the Findings from the Syndicate Groups.**

Each Group presented its findings in a plenary session. After each presentation the Plenary was invited to comment and ask questions.

The presentations supported the need for the development of a revised NOSCP based on the content of the existing Plans from 1994. Although many chapters of the 1994 Plans were outdated the Plenary agreed that these two Plans should form the basis for the revision work.

A number of suggestions for specific up-dates and reorganization of the outline were presented and handed over to the SLMA.

The Plenary agreed to recommend the establishing of a National Oil Spill Planning Committee that should be tasked with the development of a new draft NOSCP. Suggestions for the composition of this Committee were also discussed. The SLMA was invited to consider this proposal further and to issue invitation letters to key stakeholders of the Plan. Terms of reference for the Committee's work should be included in the invitation letters.

Finally, the Plenary agreed to recommend the SLMA to invite IMO and IPIECA to support the work by providing external expertise as appropriate.

### **Session 11: Discussion of the next steps and the development of an Action Plan.**

A Power Point presentation on a proposed Plan of Action was developed and is attached at Annex 6.

The proposed Plan of Action was considered by the Workshop.

The Workshop agreed to the proposed Plan of Action, and agreed to forward it to the SLMA with an invitation to implement the Plan as soon as possible.

## **6 ASSESSMENTS AND ANTICIPATED OUTCOME**

### **6.1** The National Workshop was the first occasion where national oil spill contingency planning was discussed among all national stakeholders for almost 12 years.

All Workshop participants demonstrated keen interest in the subjects discussed and expressed their full support for the need to develop a revised national oil spill contingency plan based on international guidelines and in accordance with Sierra Leone's international commitments under the Abidjan Convention and enabling the Country to access the international OPRC 1990.

The Workshop provided the knowledge necessary for the individuals to take part in the work ahead. The Workshop also identified a number of important issues that have to be considered at Government level in order to develop the legal background for the implementation of the National Plan. As the Governmental structure has changed substantially during the reconciliation process after the civil war, the Workshop provided an excellent opportunity to discuss the future organisational structure and responsibilities of various authorities in connection with the development of a revised National Plan.

The Workshop's agreement on the Plan of Action for future work was welcomed by all participants, who also supported the invitation to the Director General of Sierra Leone Maritime Administration to submit the Plan of Action to the Ministry of Transport and Communications for further consideration and implementation.

Finally, the Workshop participants agreed to inform their own administrations and organisations on the proceedings and outcome of the Workshop and to give support to the work ahead.

In this regard, the IMO consultant was requested to inform IMO and IPIECA that Sierra Leone will be in urgent need for further support in order to - within a reasonable timeframe - bring the Country up to an acceptable state of oil spill preparedness to the same or higher level as other Parties to the Abidjan Convention.

## **6.2 Evaluation Questionnaires**

Taking into consideration that this event was organised and planned by the Sierra Leone Maritime Administration and supported by IMO and IPIECA only, the IMO developed questionnaire was not considered relevant or appropriate for this level and type of event.

## **7 CLOSING CEREMONY**

At the request of the participants and the SLMA, a Workshop Certificate was developed and signed by the Executive Director of SLMA and the IMO Consultant. In the final version of the Certificate the left IMO logo was replaced by the logo of the SLMA. The Certificates were handed out by the SLMA Executive Director and the IMO Consultant.

On behalf of IMO, the IMO Consultant expressed his appreciation and thanks to the Government of Sierra Leone for organising and hosting the event. In his view, the National Workshop had achieved its goals and had managed to develop a national consensus on the need for the development of a NOSCP. He considered the recommendation on the establishment of a National Oil Spill Planning Committee as a very important step in the right direction. He thanked all the participants for their active participation in the Workshop proceedings and for the support provided by the staff of the SLMA. Finally, after consultation with IMO, he informed the Workshop, that IMO and IPIECA would be prepared to support the future work on the development of the NOSCP.

Mr. P.S. Lukuley, the Executive Director of SLMA thanked all the participants for attending the National Workshop. He requested the IMO Consultant to convey his Government's thanks to IMO and IPIECA for their continued support for the improvement of the marine environment and the maritime safety of his country. He considered the Workshop a success as it would form a solid starting point for the future work on the revision of the NOSCP for Sierra Leone. He encouraged all the participants to ensure the support of their administrations or companies for the future work. In particular, he emphasized the need of substantial support from the oil industry and the Port of Freetown. In his view such support should be provided on a voluntary basis as in-kind support to the development and implementation of the NOSCP. Finally, he thanked the IMO Consultant for all his hard work in running the Workshop single-handedly and for the professional advice provided.

## **8 ACHIEVEMENTS AND CONCLUSIONS**

Upon arrival in Freetown, Sierra Leone, the IMO Consultant was met by representatives of the SLMA who provided a Workshop Programme that was developed by the Host Administration. The Programme was significantly different from the programme devised by the IMO Implementation Officer prior to the assignment. After due

consideration, it was agreed with the Host Administration to proceed with the programme as developed by them. This changed the nature of the activity from a standard OPRC Model Course to an interactive Workshop on the revision of the National Oil Spill Contingency Plan developed in 1994. A copy of the 1994 Contingency Plan was provided during the morning prior to commencement of the Workshop.

In spite of the initial confusion related to the Programme, the National Workshop achieved its goals to review and consider the usefulness of the 1994 Plan and to make recommendations on how to proceed in order to develop a modern and up-to-date NOSCP for Sierra Leone. The Workshop discussed and considered the 1994 Plan and then went on to developed proposals, changes and amendments necessary to transform the 1994 Plan into one that would comply with international Guidelines as well as the current Sierra Leone administrative and organisational structure in relation to oil spill response.

All the proposals for change were handed over to representatives of the SLMA and will be included in documents to be used by the National Oil Spill Planning Committee during the development of a revised draft NOSCP.

In conclusion:

- SMLA had initiated substantial preparatory work as basis for the National Workshop.
- The logistics worked well.
- Last minute changes to the Programme made pre-planning difficult.
- The participants represented all the major stakeholders involved in national oil spill contingency planning.
- New national legislation related to oil spill contingency planning is in urgent need of being developed.
- The participants actively participated in the Workshop and many questions were asked, and discussions initiated, during the Technical Sessions and the plenary sessions following the Syndicate work.
- The Syndicate sessions provided valuable information and solved a number of organizational and administrative problems.
- The outcome of the Syndicate sessions will provide valuable background materials for the development of a revised draft NOSCP.
- A National Oil Spill Planning Committee should be established and instructed to develop a revised NOSCP.
- The oil terminal outside Freetown is in a poor operational and safety state. Immediate steps should be taken by the users – the local oil industry – to bring the terminal up to accepted international operational and safety standards. The current situation can be considered as “a major accident waiting to happen”. Such an accident will immediately halt the import of 90 to 95 % of all oil products consumed in the Country and thus, the safe operation of the terminal is considered crucial for the future rebuilding and development in Sierra Leone.
- Further external assistance might be needed for the development of the revised draft NOSCP.

## **9 RESOLUTIONS / RECOMMENDATIONS**

Following a comprehensive discussion towards the end of the event, the Workshop agreed to Next Steps and Plan of Action, attached as Annex 6(3).

It is recommended that IMO and IPIECA, as far as their resources allows, find the necessary time to support the development and implementation of the NOSCP for Sierra Leone.

## **10 FOLLOW-UP ACTIONS**

It is suggested that the SLMA initiate the Plan of Action agreed to by the National Workshop.

The SLMA invites IMO and IPIECA to continue their support on the development of a National Oil Spill Contingency Plan for Sierra Leone.

It is suggested that IMO and IPIECA consider further assistance in supporting the National Planning work.



## ANNEX 1

### LIST OF PARTICIPANTS

NATIONAL WORKSHOP ON OIL SPILL CONTINGENCY PLANNING

11 – 14 DECEMBER 2006

KIMBIMA HOTEL , ABERDEEN, FREETOWN, SIERRA LEONE

S/N	NAMES	DESIGNATION	DEPARTMENT	TELEPHONE
1	Mr A. Richard Alpha	Admin Officer	SLMA	076-624-886
2	Mr Francis T. Koroma	ASP - SLP	Marine	076-720-939
3	Mr Mohamed S. Kanu	Engineer	SLNP	661114 (76/33)
4	Mr Raymond P. B. Sannoh	Asst OPS Manager/Environmental Officer	SLPA	030-275-903/030-206-270
5	Mr Jibila M. Jusu	Operations Supt		
6	Mr Mustapha Koroma	Geophysicist	PRU	033-488-454
7	Mr Victor A. Kaingbanja	Sen Radio Officer	Marine Resources	076-807-601
8	Lt Cdr S. Kanu	CO MWB Govt Wharf	SLAF Navy	033-449-296
9	Mr Yousuf F. Bensa-Samah	Asst Sec	MFAICOOP	033-866-500
10	Captain Vivian Enitor Wyse	Deputy Harbour Master	SLPA	076-610-258
11	Mr Mustapha Mark Lissa	Asst. Shipping Manager	SLNSC	076-721-781
13	Mr John V. Rogers	Snr Program Officer	DMD/ONS	033-547-368
14	Mr Samuel P. Kandoh	Desk Officer	MIAR/ONS	076-900-527
15	Mr Josiah B. Cole-Davies	Rtd Sen. Govt Officer		030-230-079
16	Mr Festus E. T. George	DDS&L Lands	Min of Lands	030-233-768
17	Mr Frank M. Lebbie	Surveyor	Min of Lands	076-644-612
18	Ms Marion Sesay	Reporter	Unity	076-732-943
19	Mr Frank Martin	Oil Movement Officer	PC	076-632-793
20	Mr Komeh Marah	Supervisor	OBT	
21	Mrs Elizabeth Hawa Ellie	Admin Officer	MOTC	
22	Mr Abu Bakarr Kanu	Engineer	SLMA	076-730-967 077 (429-126/730-967)
23	Mr Sabieu Conteh	Deputy Director	Petroleum Unit	



## **ANNEX 2**

### **LIST OF LECTURERS AND SUBJECTS COVERED BY EACH**

#### **Mr. P. S. J. Lukuley, Executive Director, Sierra Leone Maritime Administration**

Opening and Welcome Address

Closing speech.

#### **Sierra Leone Maritime Administration**

Session 2: Importance of working together (Representative)

#### **Sierra Leone Oil Industry**

Session 2: Importance of working together (Local Industry Representative)

Session 6: Visit to the NCP Oil Terminal, outside Freetown

#### **Mr. John Østergaard, Director of The Oil Spill Training Company, (IMO Consultant)**

IMO Welcome Address

Session 1: OPRC 1990, Obligation of Parties and the International Legal Background

Session 3: IMO/IPIECA Video, Working Together

Session 4: Liability and Compensation

Session 5: National Contingency Planning

Session 7: Agreement for Regional/Sub-regional Co-operation

Session 8: The Contingency Planning Process in Sierra Leone

Session 10: Presentation of Findings from the Syndicate Groups

Session 11: Discussion of next steps and development of an Action Plan

Closing Ceremony



## ANNEX 3

### LIST OF ACRONYMS USED IN THE REPORT

<b>CLC 92</b>	<b>International Convention on Civil Liability for Oil Pollution Damage, 1992</b>
<b>FUND 92</b>	<b>International Convention on the Establishment of an International Fund for Oil Pollution Damage Compensation, 1992</b>
<b>GI</b>	<b>IMO/IPIECA Global Initiative on oil Pollution Preparedness</b>
<b>GI WACAF</b>	<b>IMO/IPIECA Initiative on Oil Pollution Preparedness for the WACAF Region</b>
<b>IMO</b>	<b>International Maritime Organization</b>
<b>IPIECA</b>	<b>International Petroleum Industry Environment Conservation Association</b>
<b>NGO</b>	<b>Non-Governmental Organization</b>
<b>NOSCP</b>	<b>National Oil Spill Contingency Plan</b>
<b>NPC</b>	<b>Sierra Leone National Petroleum Company</b>
<b>OPRC 1990</b>	<b>International Convention on Oil Spill Preparedness, response and Co-operation, 1990</b>
<b>OSCP</b>	<b>Oil Spill Contingency Planning</b>
<b>SLMA</b>	<b>Sierra Leone Maritime Administration</b>
<b>WACAF</b>	<b>International Convention on the Protection of the Marine Environment of the West and Central Africa, 1998. (the Abidjan Convention)</b>



**ANNEX 4**

**WORKSHOP PROGRAMME**

**NATIONAL WORKSHOP ON CONTINGENCY PLANNING**

**FREETOWN, SIERRA LEONE 11 - 14 DECEMBER 2006**

<b>Monday 11<sup>th</sup> Dec, 2006</b>	<b>0900</b>	Registration of Participants.
	<b>1000</b>	Official Opening: Representative of the Ministry of Transport and Communications IMO Representative Hon. Minister of Transport and Communications
	<b>1030</b>	<b>B R E A K</b>
	<b>1045</b>	OPRC Convention – Obligations of parties (IMO/IPIECA Global Initiative)
	<b>1230</b>	<b>L U N C H</b>
	<b>1400</b>	Importance of working together (Government and Local Industry Representatives)
	<b>1600</b>	Liability and compensation
	<b>1800</b>	<b>C L O S E</b>

<b>Tuesday 12<sup>th</sup> Dec, 2006</b>	<b>0900</b>	Review of Day 1 Activities.
	<b>0930</b>	National Contingency Planning
	<b>1030</b>	<b>B R E A K</b>
	<b>1045</b>	National Contingency Planning (continued)
	<b>1230</b>	<b>L U N C H</b>
	<b>1400</b>	Visit to NCP Oil Terminal Syndicate groups to discuss typical National Contingency Plans (NCP): Oil Spill Response Strategy Operations Plan Data Directory
	<b>1630</b>	Syndicate group leaders' presentations on NCP
	<b>1700</b>	<b>C L O S E</b>

<b>Wednesday</b> <b>13<sup>th</sup> Dec, 2006</b>	<b>0900</b>	Review of Day 2 Activities
	<b>0930</b>	Agreements for Regional/Sub-regional Co-operation
	<b>1045</b>	<b>B R E A K</b>
	<b>1100</b>	Syndicate group session: Types of Agreements for Regional/ Sub-regional Co-operation (OSR inventory and its expedited entry into Sierra Leone – re: Customs issues, cross-country human resource mobilization, etc.) Typical contents of Regional/Sub-regional Co-operation Agreements
	<b>1200</b>	Syndicate group leaders' presentations on Regional/Sub-regional Co-operation required in Sierra Leone
	<b>1245</b>	<b>L U N C H</b>
	<b>1400</b>	Methodology for transferring technology in the field of oil spill response
	<b>1530</b>	<b>B R E A K</b>
	<b>1545</b>	Syndicate exercise to collate the proceedings of the past three days
	<b>1700</b>	<b>C L O S E</b>

<b>Thursday</b> <b>14<sup>th</sup> Dec, 2006</b>	<b>0900</b>	Presentation of findings
	<b>1030</b>	<b>B R E A K</b>
	<b>1045</b>	Discussion of next steps and development of action plan
	<b>1230</b>	<b>L U N C H</b>
	<b>1400</b>	Closing Remarks
	<b>1900</b>	<b>C O C K T A I L S</b>

## **ANNEX 5**

### **NATIONAL WORKSHOP ON NATIONAL OIL SPILL CONTINGENCY PLANNING (NOSCP)**

**11 to 14 DECEMBER 2006 - FREETOWN, SIERRA LEONE**

#### **IMO OPENING REMARKS**

Ladies and Gentlemen

Thank you for your warm words of welcome here to Freetown, the Capital of Sierra Leone. From a personal point of view, I am pleased to be in Freetown for the first time ever as one of the few African Capitals I have been missing on my record and as I have heard so much about.

Secondly, I deem it a great honour to be here this morning to deliver some Opening Remarks on behalf of Mr. E. MITROPOULOS, the Secretary-General of the International Maritime Organization. The Secretary-General sends you his best regards and wishes for a fruitful event.

I would like to welcome you all to this National Workshop on Oil Spill Contingency Plan for Sierra Leone

On behalf of IMO I wish to extend my appreciation to the Government of Sierra Leone for hosting this Workshop, and in particular to the Sierra Leone Maritime Administration for its efforts and the assistance provided in connection with all the local planning, arrangements and the logistics for this Workshop. Without your valuable support and hard work, it would never have been possible to organize this Workshop.

The co-operation between IMO and the oil industry under the headline of the IMO/Industry Global Initiative has matured over a ten years close partnership. The latest activity within this partnership is the Global Initiative for West and Central African Countries, which provides the framework for the present Workshop.

It was the plan that I should have been assisted by a good friend and colleague from IPIECA in implementing this National Workshop, but unfortunately, due to a tragic event in his close family, he informed me yesterday, that he would not be able to make it as he had to stay with his family.

The development of the National Oil Spill Contingency Plan for Sierra Leone is a new issue to be initiated and an issue, which have been given high priority in IMO.

IMO knows from experiences that the national contingency planning process is a complex process, but we hope that by a common effort it will possible to develop a modern and up-to-date national plan within a reasonable foreseeable future.

In connection with the Oil Spill Contingency Planning process, we also hope it will be possible to consider new and necessary national legislation that will make it possible for Sierra Leone to ratify a number of international conventions related to the protection of the marine environment and maritime safety. The most important of

those conventions will be the International Convention on Oil Pollution Preparedness, Response and Co-operation, 1990, or the OPRC 1990 as it is called in short.

The big advantages of being party to OPRC 1990 is that Sierra Leone, in the case of a major oil spill, can call on governmental assistance from more than 80 countries around the world. Most of these countries have advanced oil spill contingency systems in place.

IMO is aware that loaded oil tankers in and out of your ports is relatively small compared to many other West African States. However, you are faced with a constant threat of a major oil spill from one of the many tankers that are navigating past your coast on their way to and from Europe and North America. A collision or an incident involving one of these tankers could have serious consequences for your environment and the livelihood of many of people living close to or working on the sea.

Sierra Leone is also party to the Convention for Co-operation in the Protection and Development of the Marine and Coastal Environment of the West and Central Africa and its Protocol concerning Co-operation in combating Pollution in Cases of Emergency – the WACAF or Abidjan Convention.

Both the international OPRC Convention and the Regional Abidjan Convention requires that Sierra Leone has in place a National Oil Spill Contingency Plan.

It is IMO's hope that the present National Workshop will provide you with sufficient information that will facilitate the development and implementation of a National Plan and the necessary associated national legislation.

As you may be aware, the purpose of national oil spill contingency planning is to establish a framework for co-operation between the various authorities involved in a major oil spill and between the authorities and the private sector, most likely, the national and international oil industry in case of a serious oil spill incident.

Experiences gained during major oil spills around the world have again and again demonstrated the need for careful planning on action to be taken, should a spill occur. Similar experiences have demonstrated that it is impossible to respond effectively and to a major oil spill without prior comprehensive planning.

Another purpose of the International Workshop is to facilitate national capacity building in Sierra Leone. Only by continuous education and training of the personnel directly involved in national and regional contingency planning will it be possible to ensure a sustainable future for all the contingency planning work to be initiated.

Firstly, there is a need to develop a national plan and have it adopted, and another and much more complicated issue is to implement the plan to ensure that it is operational on the day when an accident occurs. The Plan outlines a number of prior agreements and intentions.

The Plan set out the administrative and operational frameworks for co-operation and communication at regional, national and local levels, as well as providing strategies on how to respond to an oil spill. But the plan as such does not provide the means for making the right decisions or for the physical response to an oil spill.

There are many issues that have to be considered and agreed before the National Plan becomes operational.

- First: The Government has to provide sufficient funding and necessary national legislation;
- Second: The necessary oil spill response equipment has to be provided for;
- Third: The National Plan should provide the necessary planning tools to ensure that the resources you have available are used in an efficient and cost-beneficial manner; and
- Fourth: The National Plan should provide for adequate educated and trained personnel.

Only by securing the necessary continuous support for the development and full implementation of the National Plan, initiated by this National Workshop, will it be possible to ensure that Sierra Leone is fully prepared to respond to a severe oil spill incident if it should happen.

This National Workshop will focus on the basic principles of oil pollution response and national oil spill contingency planning. It is our hope, that on Friday, when you return to your daily work and responsibilities, we will have agreed an Action Plan that will ensure that your National Oil Spill Contingency Plan can be developed and officially adopted within a foreseeable future, and that you all will be keen to take an active part in this process.

Once again, on behalf of IMO, welcome to this National Workshop and my best wishes for a fruitful outcome.

Thank you.



## ANNEX 6

### REFERENCE MATERIALS (1) CONTINGENCY PLANNING IN SIERRA LEONE (PowerPoint presentation)

Plan Types in Sierra Leone
<ul style="list-style-type: none"> <li>• <b>National:</b> Whole national coastline (to be developed)</li> <li>• <b>Area:</b> Province/region (Existing two 1994 Plans)</li> <li>• <b>Local</b> <ul style="list-style-type: none"> <li>– Ports (to be developed)</li> <li>– Oil terminals (to be developed)</li> </ul> </li> </ul>

Plan Types in Sierra Leone		
International Recommendations	1994 Plan:	Comments:
<b>Lead Agency</b> overall responsibility for co-ordination and direction of response at State level	Not identified	Should be identified by National Law
<b>Support Agencies</b> specific responsibilities within the contingency plan, e.g. fisheries, salvage	Government Bodies Identified in the Acknowledgement section?	Main Players might be identified by Law
<b>Co-operation with industry</b> co-operative relationship based on clearly defined roles by government	S.L. Petroleum Refinery Comp. S.L. National Petroleum Ltd Mobile (S.L.) Ltd. Shell (S.L.) Ltd	Are they still relevant? Others?

Structure of the National Oil Spill Contingency Plan for Sierra Leone		
International Recommendations	1994 Plan	Comments:
<b>Policy or Strategy section</b>	Section A	In need of revision
<b>Operational Procedures</b>	Chapter 2, 3, 4, 5, 6, 7 and Section B	To be up-dated and inserted in the right chapters of the revised Plan ?
<b>Data Directory (Annexes)</b>	See Freetown Oil Spill Contingency Plan "Preface". Chapter 8	Is the content still relevant?

### **Part 1: Policy or Strategy Section**

- Introduction
- Institutional Arrangements
- Tiered Response and Incident Command Procedures
- Assessment of Spill Risk
- Resources at Risk
- Combat Strategy
- Media Relations Plan
- Training and Exercises

### **Part 2: Operational Procedures**

- Notification and reporting procedures
- Initial actions
- Response actions: on-site spillages
- Response actions: spills on water
- Response actions: shoreline clean-up
- Operational management and responsibilities
- Communications plan

### **Part 2: Technical Guidelines**

- Spill Assessment & Surveillance
- Oil Slick Prediction Guidelines
- Collection and Handling of Oil Samples
- Techniques for Shoreline Clean-up
- Transport & Disposal of Recovered Oil
- Restoration of Affected Areas & Monitoring
- Communications Plan

### **Part 3: Data Directory**

- Maps and site plans
- Sensitivity maps
- List of contact points
- Lists of equipment which might be available
- IOPC Fund Claims Manual
- POLREP Reporting procedures
- Lists of manpower resources
- Specifications of oil types
- Data: weather and currents
- Contingency Plan distribution list
- List of Contact details

## ANNEX 6

### REFERENCE MATERIALS (2) TERMS OF REFERENCE FOR THE SYNDICATE GROUPS.

#### SYNDICATE GROUP SESSION

Wednesday, 13 December 2006  
DEVELOPMENT OF A NATIONAL OIL SPILL  
CONTINGENCY PLAN

**Groups to discuss:**

- Consider/review content of 1994 Plan.
- Consider outline for a new National Oil Spill Contingency Plan for Sierra Leone.
- Consider Sections and Chapters of the 1994 Plan that might be included in the draft new National Plan.

#### SYNDICATE GROUP SESSION

Wednesday, 13 December 2006  
DEVELOPMENT OF A NATIONAL OIL SPILL  
CONTINGENCY PLAN

**In considering the new draft Plan Groups may discuss:**

- The development of a national response strategy.
- Organizational structure for the response organization.
- Governmental bodies and industry to take part in the development/drafting of the new Plan.

## ANNEX 6

### REFERENCE MATERIALS (3) NEXT STEP AND DEVELOPMENT OF PLAN OF ACTION

#### NEXT STEPS AND DEVELOPMENT OF ACTION PLAN

How do you proceed from here?

Questions that might be asked:

1. Does Sierra Leone wish to be prepared if a major oil spill should occur?
2. Does Sierra Leone wish to comply with its commitments as a Party to WACAF?
3. Does Sierra Leone wish to become a Party to OPRC 1990?

#### NEXT STEPS AND DEVELOPMENT OF ACTION PLAN

How do you proceed from here?

If the answer is *yes* to one of those three questions,  
the way forward will be  
the development and implementation  
of the  
National Oil Spill Contingency Plan

#### NEXT STEPS AND DEVELOPMENT OF ACTION PLAN

What are the benefits of having  
a National Oil Spill Contingency Plan? (1)

1. Sierra Leone will be prepared the day a major oil pollution happens.
2. Sierra Leone can call for assistance from other Parties to the OPRC 1990 Convention.
3. Other Parties to OPRC 1990 will have less concerns in providing assistance.
4. The industry will be aware that a National Plan is in place, why a decision to provide assistance from its own resources can be taken rapidly.

### **NEXT STEPS AND DEVELOPMENT OF ACTION PLAN**

What are the benefits of having  
a National Oil Spill Contingency Plan? (2)

- 5 Sierra Leone will be considered as a Country that stands by its international commitments.
- 6 The Claims and Compensation negotiations after a spill will be facilitated in recognition of actions taken are in accordance with procedures established during a national planning process.

### **NEXT STEPS AND DEVELOPMENT OF ACTION PLAN**

What are the benefits of having  
a National Oil Spill Contingency Plan? (3)

7. Request for assistance from other countries and international donor organizations to implement the National Plan will be facilitated as Sierra Leone will be able to provide specific information on what the assistance is supposed to be used for.

### **NEXT STEPS AND DEVELOPMENT OF ACTION PLAN**

What are the disadvantages of *not* having  
a National Oil Spill Contingency Plan? (1)

1. Valuable time will be spend on endless discussions on response options and competency between various authorities.
2. Assistance from other Parties to WACAF and OPRC 1990 may drag out as such countries do not know how any assistance provided will be utilized.

### **NEXT STEPS AND DEVELOPMENT OF ACTION PLAN**

What are the disadvantages of *not* having  
a National Oil Spill Contingency Plan? (2)

3. The oil industry may be sceptical in co-operation and in providing assistance as agreed to with IMO under the IMO/IPIECA Global Initiative.
4. Claims and compensation procedures will be complicated as Sierra Leone will have justify in detail "every penny spend", as no references to a national planning process are available.
5. Sierra Leone's standing internationally may be considered as "one of those Countries".

## **NEXT STEPS AND DEVELOPMENT OF ACTION PLAN**

Suggestions for matters to be included in a  
National Plan of Actions (1)

1. Agreement on recommendation to establish a *National Oil Spill Planning Committee* under the Chairmanship of Sierra Leone Maritime Authority and with Members designated by Key Stake Holders from Governmental Authorities and the oil industry.
2. Agreement to recommend the *National Oil Spill Planning Committee* to develop a draft National oil Spill Contingency Plan with a view to adoption by the appropriate Governmental body

## **NEXT STEPS AND DEVELOPMENT OF ACTION PLAN**

Suggestions for matters to be included in  
a  
National Plan of Actions (2)

3. Agreement to recommend the *National Oil Spill Planning Committee* to identify gaps in relevant national legislation, necessary to implement and enforce the National Plan.
4. Agreement on other relevant matters as deemed appropriate.