

Southeast Florida
Area Contingency Plan
(SEFL ACP)

Initial Reporting Form

Annex P
May 2022

Record of Changes

Change Number	Change Description	Section Number	Change Date	Name
1				
2				
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1000 Initial Reporting Form

Date/Time of Notification: _____ **PPE:** _____

Reporters Name: _____ **Address:** _____

Phone No: _____ **City:** _____

Company: _____ **State:** _____ **Zip Code:** _____

Title: _____ **River Mile:** _____

Latitude: _____ **Longitude:** _____

Incident Location: _____

Incident Description: _____

Source and/or Cause: _____

Special Considerations: _____

Vessel Name and Number: _____

Facility Name: _____

Date of Incident: _____ **Time of Incident:** _____

Material Discharged: _____ **Quantity:** _____

Is the material in the water? _____ (Y/N) **Is the Source Secured:** _____ (Y/N)

Incident Commander: _____

Incident Command Post Location: _____

Environmental Conditions: _____

Directions: _____

Actions taken to Correct, Control or Mitigate Incident: _____

Number of Injuries: _____ **Number of Fatalities:** _____

Were there evacuations? _____ (Y/N) **Number of Evacuated:** _____

Areas Affected: _____

Responsible Party Intentions: _____